



# Institute of American Indian and Alaska Native Culture and Arts Development



## Board of Trustees Meeting February 16 and 17, 2018

Photo: Community Garden (drone shot). Jason Ordaz.

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**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**BOARD OF TRUSTEES MEETING**

**FEBRUARY 2018**

**Travel Day: Either Wednesday, February 14<sup>th</sup>, or Thursday, February 15<sup>th</sup>, 2018**

**Thursday, February 15, 2018**

**Scholarship Awards Night**

**5:30 p.m. – 7:30 p.m.**

**Location: Performing Arts and Fitness Center**

**Friday, February 16, 2018**

**9:00 a.m. – 4:00 p.m. MST**

**COMMITTEE MEETINGS**  
**LKN Welcome Center Boardroom**

**Performing Arts and Fitness Programs Presentation**

**9:00 a.m. – 9:30 a.m.**

**Location: LKN Welcome Center Boardroom**

**Institutional Advancement Committee**

**9:30 a.m. – 10:30 a.m.**

**Brenda Kingery, Chair**

**Location: LKN Welcome Center Boardroom**

- I. Student film presentation
- II. IAIA Alumni
- III. IAIA Foundation
- IV. 2018 Gala Planning

**Audit Committee**

**10:30 a.m. – 11:45 p.m.**

**Bidtah Becker, Chair**

**Location: LKN Finance Conference Room**

- I. FY2018 Audit Status Report  
Resolution FY2018-02 – Audit Acceptance

**Academic Affairs Committee**

**10:30 a.m. – 11:45 p.m.**

**Dr. Deborah Goodman, Chair**

**Location: LKN Welcome Center Boardroom**

- I. Academic Division  
Resolution FY2018-04 – Achieving the Dream
- II. Enrollment Management
- III. Student Life Division

IV. Honorary Doctorate Nominating Committee Recommendation  
Resolution FY2018-01 – 2018 Honorary Doctorate Recipient

<b>Community Gathering with Board of Trustees</b>	<b>11:45 p.m. – 1:15 p.m.</b> <b>Location: CLE Commons</b>
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<b>Museum Committee</b> <b>Beverly Morris, Chair</b>	<b>1:30 p.m. – 2:30 p.m.</b> <b>Location: LKN Welcome Center Boardroom</b>
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I. Museum Update

<b>Finance Committee</b> <b>Ann Marie Downes, Interim Chair</b>	<b>2:30 p.m. – 3:30 p.m.</b> <b>Location: LKN Welcome Center Boardroom</b>
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I. Budget to Actuals – year to date  
II. Resolution FY2018-003 – FY18 1<sup>st</sup> Quarter Gift Acceptance  
III. Human Resources  
IV. Facilities  
V. Book Store Update  
VI. Museum Shop Update

<b>Tour of the Performing Arts and Fitness Center (Optional)</b>	<b>3:30 p.m. – 4:00 p.m.</b>
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<b>Exhibits Opening. Private Reception.</b>	<b>4:00 p.m. – 5:00 p.m.</b>
<b>Public Reception. Board comments at 5:15.</b>	<b>5:00 p.m. – 7:00 p.m.</b>
<b>Location: IAIA Museum of Contemporary Native Arts</b>	

<b>Board Dinner</b>	<b>5:30 p.m. – 8:00 p.m.</b> <b>Location: The Shed – 113 ½ East Palace</b>
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## **Saturday, February 17, 2018**

### **GENERAL SESSION**

**IAIA Board of Trustees Meeting**  
**LKN Welcome Center Boardroom**  
**9:00 a.m. – 12:00 a.m. MST**

- I. Call to order – Loren Kieve, Chair
- II. Invocation
- III. Determination of Quorum
- IV. Approval of Agenda

- V. Approval of minutes – November 2017
- VI. President's Report
- VII. ASG President's Report
- VIII. Academic Affairs – Dr. Deborah Goodman, Chair
  - 1. Resolution FY2018-01 – 2018 Honorary Doctorate Recipient
  - 2. Resolution FY2018-04 – Achieving the Dream
- IX. Institutional Advancement Committee – Brenda Kingery, Chair
- X. Audit Committee – Bidtah Becker, Chair
  - 1. Resolution FY2018-02 – FY17 Audit Acceptance
- XI. Museum Committee – Beverly Morris, Chair
- XII. Finance Committee – Ann Marie Downes, Interim Chair
  - 1. Resolution FY2018-03 – FY18 1<sup>st</sup> Quarter Gift Acceptance
- XIII. New Board Business
- XIV. Executive Session (*if necessary*)
- XV. Adjourn

<b>Travel Day: Saturday, February 17<sup>th</sup>, afternoon or Sunday, February 18<sup>th</sup></b>
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# **INSTITUTE OF AMERICAN INDIAN ARTS**

## **FINANCE COMMITTEE MEETING MINUTES**

**Monday, November 6, 2017  
LKN Welcome Center Board Room**

### **Board Members:**

Loren Kieve  
Dr. Robert Martin  
Bidtah Becker  
JoAnn Balzer, Committee Chair\*  
Charles Galbraith\*  
Ann Marie Downes\*  
Dr. Deborah Goodman\*  
Beverly Morris  
Barbara Ells  
Lawrence Roberts  
Tiffany Adams  
Brenda Kingery

### **Staff:**

Melanie M. Lopez  
Judith Pepper  
Lawrence Mirabal  
Eileen Berry  
Todd Spilman  
Peter Romero  
Dr. William Sayre

### **Guests:**

### **Not in attendance:**

Matthew Snipp  
Andrea Sanders  
Princess Johnson

\*Committee Members

JoAnn Balzer, Chair, called the Finance Committee Meeting to order at 9:04 a.m. MST

### **I. Budget to Actuals**

JoAnn Balzer introduced CFO Lawrence Mirabal. He made the following points:

- The financial reports are dated 8/31/2017, showing about 8% of the fiscal year remaining.
- The departments are tracking about 14% under budget.
- IAIA finished the year with a surplus of \$505,000 which may be added to the reserve account.
- Adding \$505,000 to the reserve account brings the balance up to \$2,000,000.00.
- The congressional appropriation for FY17 was \$216,000.00 greater than what was budgeted.
- IAIA achieved 116% of the projected non-appropriation revenue.
- Overall, the college's revenue is up \$500,000.00 compared to this time last year.

- Conference Services will meet their revenue goal for the summer.

## II. Gift Acceptance Resolution

Charles Galbraith moved to accept **Resolution 2017-017, Gift Acceptance**: Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the President and accepts said gifts. Seconded by Dr. Deborah Goodman. It was passed by unanimous vocal approval.

## III. Human Resources

Todd Spilman, Director, Human Resources spoke next:

- IAIA hired a new, full-time photography assistant professor, Arista Slater-Sandoval. She is currently a visiting professor.
- The employee wellness program is on-going.
- Human Resources has selected a new payroll services benefits provider. The new provider gives IAIA employees access to manage their own benefits.

## IV. Facilities

Ann Marie Downes moved to accept **Resolution 2017-019, Flag Pole Dedication to James Mason**: Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development dedicates the new U.S. flagpole at the entrance of the institution to James Mason and approves the installation of a plaque. Seconded by Charles Galbraith. It was passed by unanimous vocal approval.

Lawrence Mirabal reported that IAIA has hired a new Facilities Director, Peter Romero. Peter comes to IAIA with wide-ranging maintenance, operations, management and construction experience. His resume includes work as Operations Manager for Outside Magazine, Executive Director of Facilities and Security at Santa Fe University of Design and Facilities Manager at the Santo Domingo Healthcare Corporation, Kewa Pueblo.

## V. Book Store Update

Lawrence Mirabal presented the Bookstore report:

- Gross revenues are up 22% from last year.
- Net revenues are up 27% from last year.
- The bookstore is focusing on high-margin products now that text books are no longer being sold through the bookstore.
- Museum shop sales continue their trend of increasing. Gross revenues are up 19% from last year and net revenues are up 14%.

- Sales have remained consistent even though in previous years there were certain times of the year that we evidenced a decrease in sales.

The committee adjourned at 10:45 AM.



**INSTITUTE OF AMERICAN INDIAN ARTS**  
**INSTITUTIONAL ADVANCEMENT COMMITTEE**  
**MEETING MINUTES**

**Monday, November 6, 2017**  
**LKN Welcome Center Board Room**

**Board Members:**

Loren Kieve  
Dr. Robert Martin  
Bidtah Becker  
JoAnn Balzer\*  
Charles Galbraith\*  
Ann Marie Downes  
Dr. Deborah Goodman  
Beverly Morris\*  
Barbara Ells\*  
Lawrence Roberts  
Tiffany Adams  
Brenda Kingery, Committee Chair\*

**Staff:**

Melanie M. Lopez  
Judith Pepper  
Lawrence Mirabal  
Dean Charlene Teters  
Tatiana Lomahaftewa Singer  
Peter Romero  
Dr. William Sayre  
Eileen Berry  
Patsy Phillips  
Andrea Hanley  
Todd Spilman

**Guests:**

**Not in attendance:**

Matthew Snipp  
Andrea Sanders  
Princess Johnson

\*Committee Members

Brenda Kingery, Chair, called the meeting to order at 10:45 AM. She expressed her gratitude to Eileen Berry and Judith Pepper for all their hard work and dedication.

I. FY 2017 Accomplishments

Judith Pepper reviewed last year's activities.

- The 2017 Scholarship Auction & Dinner had \$230,000.00 in net proceeds.
- President's Circle membership increased from 120 to 176. Members are those who have given an accumulative gift of \$1000 or more within the year.
- \$690,000 was raised for endowed scholarships. The goal was \$725,000.

II. FY 2018 Priorities

Judith discussed upcoming work, including:

- The OIA will be making increased use of e-blasts this year.
- Students will be encouraged to send out thank you letters to donors who provided scholarships. Donors appreciate these letters, and we also want students to get involved in philanthropy.

### III. Marketing and Communications Update

Eric Davis answered questions about his report. The number of visitors to our website and Facebook pages continues to rise, and the period of time they spend continues to lengthen.

### IV. IAIA Alumni

Judith reported on Alumni Affairs:

- Four new Alumni Council members have been elected. The new members are: Tristan Ahtone, Heidi Brandow, Tahnee Growingthunder, and Cynthia King.
- The Alumni Council Newsletter was sent out and an E-blast will go out in the future.
- In 2018 OIA is planning a cultivation event which would bring IAIA Alumni together.
- An Alumni Association will be established to encourage alumni participation and philanthropy.

### V. IAIA Foundation: Judith Pepper

- The Foundation Board is meeting on November 7, 2018 for a strategic planning session.
- We will be meeting with a fundraising consultant to discuss the needs of the scholarship endowment and the needs of the college.
- The Nominating Committee has proposed 6 new candidates who will be voted on by the Foundation Board.

### VI. Naming Policy Review

The committee discussed the naming policy but did not develop any new recommendations.

### VII. Revised Gift Acceptance Policy

Judith Pepper and Eileen Berry presented the revised Gift Acceptance Policy. There was substantial discussion regarding tax rules.

Barbara Ells moved to accept **Resolution 2017-018, Gift Acceptance Policy**: Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska

Native Culture and Arts Development approves and adopts the Gift Acceptance Policy. Seconded by Beverly Morris. It was passed by unanimous vocal approval.

The committee adjourned at 12:00 PM.

# **INSTITUTE OF AMERICAN INDIAN ARTS**

## **MUSEUM COMMITTEE MEETING MINUTES**

**Monday, November 6, 2017  
LKN Welcome Center Board Room**

### **Board Members:**

Loren Kieve  
Dr. Robert Martin  
Bidtah Becker\*  
JoAnn Balzer  
Charles Galbraith\*  
Ann Marie Downes  
Dr. Deborah Goodman  
Beverly Morris, Committee Chair\*  
Barbara Ells\*  
Lawrence Roberts\*  
Tiffany Adams\*  
Brenda Kingery

### **Staff:**

Melanie M. Lopez  
Larry Mirabal  
Patsy Phillips  
Andrea Handley  
Tatiana Lomahaftewa Singer  
Dr. William Sayre

### **Guests:**

### **Not in attendance:**

Matthew Snipp\*  
Andrea Sanders\*  
Princess Johnson\*

\*Committee Members

Beverly Morris, Chair, called the meeting to order at 1:00 PM.

### **I. Museum Update**

Beverly Morris introduced Patsy Phillips, Museum Director, to report to the committee. Patsy described several initiatives that the Museum has undertaken. In addition, she discussed Art in America magazine which published an article on Contemporary Native Art recently, the first time on this subject since 1972. The IAIA Museum and its collection was highlighted.

### **II. Museum Shop**

Museum shop sales are up over \$10,000 compared to last year. On December 2nd there will be a book launch author signing event in collaboration with a publishing company.

The committee adjourned at 2:00 PM.

# **INSTITUTE OF AMERICAN INDIAN ARTS**

## **ACADEMIC AFFAIRS COMMITTEE MEETING MINUTES**

**Monday, November 6, 2017  
LKN Welcome Center Board Room**

### **Board Members:**

Loren Kieve  
Dr. Robert Martin  
Bidtah Becker  
JoAnn Balzer  
Charles Galbraith  
Ann Marie Downes\*  
Dr. Deborah Goodman, Committee Chair\*  
Beverly Morris  
Barbara Ells  
Lawrence Roberts\*  
Tiffany Adams\*  
Brenda Kingery\*

### **Staff:**

Melanie M. Lopez  
Nena Martinez Anaya  
Dean Carmen Henan  
Dean Charlene Teters  
Dr. William Sayre

### **Guests:**

### **Not in attendance:**

Matthew Snipp\*  
Andrea Sanders  
Princess Johnson\*

\*Committee Members

Dr. Deborah Goodman, Chair, called the meeting to order at 2:00 PM.

### **I. Academic Division**

Dr. Deborah Goodman introduced Dean Charlene Teters for her report. Dean Teters highlighted the institution's involvement in Achieving the Dream. The ATD Core Team is now co-chaired by Blue Tarpalechee, Housing Director, and Craig Tompkins, Chair, Studio Arts. ATD is holding listening sessions to gather campus information and opinion about student success, with the goal of improving campus services and programs.

### **II. Student Life**

Dr. Deborah Goodman introduced Dean Carmen Henan for her report. She discussed:

- Student life has established a museum activity as part of their work plan in 2018.

- Student life is planning on hosting more Native events on campus.
- Loren Kieve suggested that we have a calendar of local Native events posted to the IAIA website.
- Student Life provides transportation for students to the Pueblos for dances.
- Mr. Kieve also suggested that Student Life invite Pueblo dancers to perform on campus.

### III. Student Success

Dr. Deborah Goodman introduced Nena Martinez Anaya, Chief Enrollment and Retention Officer, for her report. She discussed:

- Great Lakes Corporation's Project Success has provided the funding for the Financial Literacy, Emergency Aid, and Paid Internship Programs. Student Success was awarded \$50,000 for the next three years.
- There are already over 60 students registered in the Financial Literacy program.
- The IAIA Financial Aid office is supervising the Financial Literacy Program.
- There have been 5 Emergency Aid grants already awarded this fall.
- Student Success has also established 5 paid internships.

The committee adjourned at 3:00 PM.

**INSTITUTE OF AMERICAN INDIAN ARTS**

**GENERAL SESSION  
MEETING MINUTES**

**Tuesday, November 7, 2017  
LKN Welcome Center Board Room**

**Board Members:**

Loren Kieve, Chair  
Dr. Robert Martin  
Brenda Kingery  
JoAnn Balzer  
Charles Galbraith  
Ann Marie Downes  
Dr. Deborah Goodman  
Beverly Morris  
Barbara Ells  
Tiffany Adams

**Staff:**

Melanie M. Lopez  
Dr. William O. Sayre  
Patsy Phillips  
Laurie Logan Brayshaw  
Eric Davis

**Guests:**

**Not in attendance:**

Dr. Matthew Snipp  
Andrea Sanders  
Princess Johnson  
Biddah Becker  
Lawrence Roberts

**I. Call to order**

Loren Kieve, Chair, called the Board of Trustees General Session to order at 9:04 MST.

**II. Invocation**

The invocation was provided by Loren Kieve.

**III. Determination of a Quorum**

A quorum was established.

**IV. Approval of the agenda**

A **motion** to approve the agenda was made by Loren Kieve and seconded by Charles Galbraith. It was passed by unanimous vocal approval.



V. Approval of minutes

A **motion** to approve the minutes of the August, 2017, meeting was made by Loren Kieve and seconded by Dr. Deborah Goodman, with one change: Melanie Lopez should be listed under Staff. It was passed by unanimous vocal approval.

VI. President's Report

Dr. Martin responded to questions regarding his report. Institutional Research, the Office of Sponsored Programs, and Marketing and Communications reports were also discussed.

VII. ASG President's Report

Tiffany Adams reported that ASG has begun to create events that encourage community cohesion on campus. The primary focus of these events is to create a sense of family among IAIA students, faculty, and staff.

Loren Kieve responded that at the February's Board of Trustees meeting a convocation be scheduled with students in which the Trustees will introduce themselves and share their profession backgrounds followed by questions from the students.

VIII. Finance Committee—JoAnn Balzer, Chair

Dr. Deborah Goodman moved to accept **Resolution 2017-017, Gift Acceptance**: Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the President and accepts said gifts. Seconded by Ann Marie Downes. It was passed by unanimous vocal approval.

Brenda Kingery moved to accept **Resolution 2017-019, Flag Pole Dedication to James Mason**: Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development dedicates the new U.S. flagpole at the entrance of the institution to James Mason and approves the installation of a plaque. Seconded by Barbara Ells. It was passed by unanimous vocal approval.

IX. Institutional Advancement Committee—Brenda Kingery, Chair

Dr. Deborah Goodman moved to accept **Resolution 2017-018, Gift Acceptance Policy**: Be it resolved, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves and adopts the Gift Acceptance Policy. Seconded by Ann Marie Downes. It was passed by unanimous vocal approval.

X. Museum Committee—Beverly Morris, Chair

There were no questions for Patsy Phillips. She announced the reception at the IAIA Museum from 4:30 PM to 6:30 PM.

XI. Audit Committee—Bidtah Becker, Chair

There was no report from the Audit committee.

XII. Academic Affairs Committee—Dr. Deborah Goodman, Chair

Dr. Goodman presented the Academic Division, Student Life, and Student Success Center's reports. There were no additional questions or comments.

XIII. New Board Business

There was no new Board business.

XIV. Executive Session

The Board went into Executive Session at 11:40 AM and came out at 11:50 AM.

XV. Adjourn

Dr. Deborah Goodman made a **motion** to adjourn the General Session Meeting at 11:56 AM. Seconded by JoAnn Balzer. It was passed by unanimous vocal approval.

To: Dr. Robert Martin  
From: Judith Pepper  
Date: February 16, 2018  
Subj: 1st Quarter Board Report

### **Mission Objective 1: Improve Student Success**

#### **A. Increase involvement of all IAIA stakeholders in student success**

##### **1.1. Project: IAIA Foundation Board**

The IAIA Foundation Board is a nonprofit board organized and operated exclusively for philanthropic and cultural purposes to assist in developing and fostering scholarships and charitable activities. It assists the college in developing and enhancing the educational opportunities and services to its students, alumni, faculty and staff. The Foundation is headed by a 20-member board of directors comprised of community members and IAIA Alumni. The Board has oversight over the conduct and management of the property, business and affairs of the Foundation.

- **Build Board Capacity**  
Five new members were added to the 2018 Foundation Board, three being IAIA Alumni:  
Keri Ataumbi, Alumna  
Gail Shaw Bernstein  
Lorraine Gala Lewis, Alumna  
Andrea Slade  
Monte Yellow Bird, Sr., Alumnus
- **Planning and Implementing Fundraising Activities**
  1. Campaign Planning Study strategic planning resulted in Executive Committee reviewing fundraising firm proposals with recommendation to Dr. Martin for contract approval. Contract awarded to Dini Spheris located in Houston, Texas – planning study to begin Feb 1, 2018.
  2. \$55,000 has been raised for the Planning Study costs of \$75,000 + \$15,000 travel and expenses.
  3. Development Committee is active and planning 2018 fundraising events:
    - Regularly scheduled committee meetings
    - Thank you notes to 200+ donors who contributed \$500 > in 2017
    - Houser Scholarship Fundraising Event – June 2018

##### **1.2 Project: Build Organizational Culture of Philanthropy**

- **Fundraising Requests:**
  - ASG – Studio Arts Supplies
  - Women's Sewing Circle – sewing and quilting supplies

- Working with ASG to develop and conduct a campus Women's Leadership Conference, March 12-17, 2018.
- Introduced Sunrise Springs Resort and Spa General Manager to Dr. Lara Evans, Associate Dean and Artist-in-Residence Program Director, resulting in a collaborative AIR with the resort and IAIA. Sunrise Springs will support a four-week residency, provide resort lodging, a studio space and an administrative fee to IAIA. The initial AIR begins in March, 2018.
- Themed Entertainment Association (TEA) is an international nonprofit association that represents creators, developers, designers, and producers of themed entertainment. TEA is scheduling a 2-day conference in October in Santa Fe and will tour IAIA, hold an introductory session with students discussing future employment opportunities.
- Stagecoach Foundation, founder George R.R. Martin, continues to offer a variety of film industry workshops, internships, and creative design sessions for IAIA students.

### 1.3 President's Circle

- May Thank You Event in Planning & Development
  - Reception at Donor Home
  - Activities on Campus

### 1.4 Alumni Relations

- Two e-newsletters were sent to our alumni email list of 800 contacts, one in November, another in January. Some highlights were the release of books by three alumni: *Heartberries*, a memoir by Terese Mailhot (Seabird Island First Nation) MFA '16, *Rain Scald*, a book of poetry by Tacey Atsitty (Diné) BFA '09 (both releasing this February), and *There There*, a novel forthcoming in June by Tommy Orange (Cheyenne/Arapaho) MFA '16.
- Planning is also underway to create an alumni association where all current alumni are automatically inducted and all future students become members upon their graduation from IAIA.
- Chee Brossy, Alumni Relations Manager, joined the Scholarship Dinner & Auction committee to represent Alumni and the Alumni Council

### 1.5 Alumni Council and Tribal Relations

- The 2017-18 Alumni Council held its first quarterly meeting in November 2017. Councilor Heidi Brandow (Diné/Native Hawaiian) '13 was voted Council President and Tahnee Growing Thunder (Kiowa/Muscogee/Seminole) '15 was voted Council Vice President. The Council noted that many alumni would like more opportunities to connect and engage with their alma mater and would like to facilitate more of these opportunities. The Council received a report from

Advancement Director Judith Pepper on matters under her purview including fundraising.

- **Holiday Market**  
On December 9, 2017 the Alumni Relations office held the 9<sup>th</sup> annual IAIA Holiday Market. The market was held in the Academic Building on campus, and booths were set up in the Balzer Gallery, the painting studios and the central hallway. Seventy artists were in attendance, including 29 students and 23 alumni. By many accounts this was the most well-attended Holiday Market in the event's history, with an estimated 400 attendees.

### **C. Increase Scholarship Funds**

#### **1.1. Donations for General Fund, Named and Endowed Scholarships**

- **Year End Appeal**
  - \$43,305
- **Total Dollars Received 1<sup>st</sup> Quarter FY18**
  - \$497,303
- **2018 Scholarship Dinner & Auction Planning**
  - Date – Wednesday, Aug 15, 2018
  - Location – The La Fonda Hotel
  - Goal - \$212,850
  - Committees in Place
    - Co-Chairs: Colleen Cayes, Keri Ataumbi
    - Auction Committee Chairs – Keri Ataumbi, Lorraine Lewis
    - Logistics Committee
    - Sponsorship Committee
- **Three Scholarships have been activated this Fall semester:**
  - Jeri Ah Be Hill Endowed Scholarship
  - Kimberly Denise Willeto Endowed Scholarship
  - Loren Lipson Named Scholarship

### **D. Track Student Success After College**

#### **1.1 Alumni Relations Conducts Bi-annual Alumni Survey**

A survey has been drafted that will go out to alumni in February to solicit feedback on how alumni would like to be engaged with their alma mater. Some questions include whether alumni would like to see more networking and/or professional development opportunities, and if alumni would like to be engaged as mentors, donors, or in other capacities.

### **E. Develop Student Leadership Skills**

#### **1.1 Work Study Program – Only one student applied and was accepted for the Advancement Work Study Program. Duties include office administration,**

orientation to fundraising software, Raiser's Edge, greeting guests and donors to the department.

### **Mission Objective 3: Build College Community**

#### **I. Endowment and Campus Campaign**

1.1. As reported in **Mission Objective A. 1.1** IAIA Foundation Board Dini Spheris, Fundraising Consultancy Firm, has been engaged to manage a five-month planning study to determine the plan to move forward with a campaign up to \$10 million. This planning process will confirm all dollars needed for future capital, potential new and increased operating/program costs, scholarships (both current use and endowment) and general endowment. Planning Study begins February 1, 2018.

1.2 Gift Acceptance Policy  
IAIA Board of Trustees resolved at the November 7, 2017 quarterly meeting recommended approval and adoption of the Gift Acceptance Policy that has been in development the past two years. *Percent Complete – 100%*

1.3 Tribal Relations  
Contact has been made with the following tribes for introduction and request for sponsorship of the Scholarship Dinner & Auction:

- Yoche Dehe Winton Nation - \$25,000 request for Presenting Sponsor – pending
- Chickasaw Nation - \$10,000 request for Executive Sponsor – pending
- Choctaw Nation - \$5000 request for sponsorship – denied
- Agua Caliente – Live Auction Experiences - pending

Invited Tesuque Pueblo Elder, Mr. Charlie Dorman, to provide dedication prayer and cleansing ceremony for the Performing Arts and Fitness Center.

**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**RESOLUTION # 2018- 002**

**February 17, 2018**

**Whereas**, the Chief Financial Officer of the Institute of American Indian Arts has reviewed and recommends the acceptance of the audit of Fiscal Year 2017; October 1, 2016 through September 30, 2017.

**Now Therefore Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the Chief Financial Officer and accepts said audit, for Fiscal Year 2017.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye \_\_\_\_\_                      Nay \_\_\_\_\_

Attachments:              Yes \_\_\_\_\_              No \_\_\_\_\_X\_\_\_\_\_

\_\_\_\_\_  
Deborah Goodman, Secretary

**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**RESOLUTION # 2018 – 004**

**February 17, 2018**

**Whereas**, the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development believes that improving student success at IAIA is of utmost importance; and

**Whereas**, the Board recognizes that Achieving the Dream is a comprehensive non-governmental reform movement for student success; and

**Whereas**, the Board welcomes collaboration with Achieving the Dream that will lead to improved student success at IAIA; therefore

**Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development is committed to supporting the Institute's involvement in Achieving the Dream.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye \_\_\_\_\_      Nay \_\_\_\_\_

Attachments:          Yes \_\_\_\_\_      No \_\_\_\_\_ X \_\_\_\_\_

\_\_\_\_\_  
Board Secretary, Deborah Goodman Date



**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE CULTURE AND ARTS  
DEVELOPMENT**

**RESOLUTION # 2018 - 001**

**February 17, 2018**

**Whereas**, the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approved a policy to award the Honorary Doctorate degree as a mechanism to recognize individuals who have made significant contributions to American Indian art, the understanding of American Indian culture, or the Institute of American Indian Arts; and

**Whereas**, George Rivera is an IAIA alumnus and has supported the Institute for many years; and

**Whereas**, George Rivera is a member of the IAIA Foundation Board; and

**Whereas**, George Rivera has served the Pueblo of Pojoaque as Governor and Lt. Governor; and

**Whereas**, George Rivera is a highly accomplished artist whose work centers on monumental stone and bronze sculpture, painting, and architectural design; and

**Whereas**, the IAIA Honorary Degree Nominating Committee acknowledges his significant contributions and recommends George Rivera as the 2018 recipient of the honorary doctorate award; therefore

**Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development approves the nomination of George Rivera to receive the Honorary Doctorate Degree of Humanities at the May 12, 2018, IAIA commencement ceremonies.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye: \_\_\_\_\_ Nay: \_\_\_\_\_

Attachments:            Yes: \_\_\_\_\_ No: \_\_\_\_\_

\_\_\_\_\_  
Board Secretary, Deborah Goodman

\_\_\_\_\_  
Date

To: Dr. Robert Martin, President  
From: Charlene Teters, Academic Dean  
Date: February 2018  
Subj: Quarterly Board Report  
With input from Library Director Valerie Nye; JoAnn Bishop, Director of Fitness and Wellness; and Department Chairs

### **Mission Objective 1: Improve Student Success**

#### **A. Increase involvement of all IAIA stakeholders in student success**

##### Project I – Academics - Registrar: Degree Audit Implementation and Advisor Training

The Degree Audit module in Empower has been programmed and testing has begun for the 2016-17 and 2017-18 academic years to ensure that all students' courses are accurately reflected in their specific degree plan as a guide to degree completion. Will continue to work on the inconsistencies in the program toward accuracy for the 2018-19 academic year. Advisor training will be on-going in the use of the Degree Audit. Expected completion June 30, 2018. 40% complete.

#### **B. Increase enrollment; improve retention and completion**

##### Project I – Studio Arts: Foundations Update

This project is based from our previous assessment project: Foundations Show. We will update curriculum, create curriculum for Sophomore Seminar, explore the creation of a foundations coordinator position, and improve adjunct contact/involvement with the department. The online repository is already created and will need to be populated and used. By December 2017 the department will complete Sophomore Seminar curriculum, Committee is already created. Expected Completion: March 2018. 50% complete.

##### Project II – Studio Arts: Community Building

This project is an effort to create a sense of belonging and community in Studio Arts and to hopefully increase our persistence rate during the first two years. It will seek to increase the use of guest speakers in classes, increase Studio Arts A-I-R involvement, create pop-up shows on campus, and hold open critiques on campus. While this is focused on retention within the first two years, it will involve and impact all levels of Studio Arts students. In January, studio arts faculty met with the AIR Coordinator to embed the AIR artists in their course outlines. Expected Completion: May 2018. 50% complete.

##### Project III – MFA Creative Writing: Increase Enrollment by Instituting a Young Adult MFA Track

Sherman Alexie has withdrawn from public life, including the IAIA MFA program, for now. I have contracted with Cherie Dimaline, a Metis Young Adult author from Canada, who has joined the faculty and is helping me develop curriculum. Dimaline won both the Governor General's Award (Canada) and the Kirkus Prize (U.S.) for best Young Adult novel for *The Marrow Thieves*. Course proposals will be presented at the February 5

Curriculum Committee meeting. Recruiting will begin once the program is approved. 10% complete.

Project IV – Business & Entrepreneurship: On-line Awareness and Marketing

Building online awareness of our program. More market research to determine who our target market is. The coordinator has posted to Facebook, testimonial videos from Youtube and Facebook. Additional meetings with our Marketing department will happen in spring 18 semester. May 2018. 30% complete.

Project V – Indigenous Liberal Studies: Develop Retention & Graduate Tracking Capacity

Establish culture of retention and graduate tracking system. ILS will assess activities to encourage incoming students to become involved in department and ILSSO. The graduate tracking system will require funding for a digital data base. Expected completion May 2018. 10% complete.

Project VI - Develop and implement an accelerated English Developmental Education course:

Students placed in a developmental education course (ENGL099) will take ENG101 (college level) in order to accelerate their progress of English requirements. The overall goal is to increase persistence and engagement of student learning. Piloted Fall 2017. We are training another instructor in the curriculum's design. 88% (7/8) of students in the accelerated course moved into ENGL102. We will review again, assess retention, update syllabus for Fall 2018. May 2018. 40% complete.

C. Increase scholarship funds

Project I – MFA Creative Writing: Increase Scholarship Fund to \$250,000 yearly

Maintain Taitanchi, Truman Capote, Morris relationships (\$142,000 year), support gala (\$30,000 year), develop additional donors for \$78,000 per year. This will be a combined effort with both Director and Institutional Advancement working with grants and individuals. Costs will be minimal: possible meeting costs. In process. Nothing to report besides initial meeting with Institutional Advancement Director. Negotiations with Andrew Davis Foundation were unsuccessful. Expected completion July 2018. 10% complete.

Project II – Business & Entrepreneurship: Business & scholarship grants

Research other business scholarships & grants by working with IAIA Development and Career office on grants, scholarships & internships. This will provide Scholarship and/or internship funding for 2+ students. Expected completion June 2018. 10% complete.

D. Track student success after college

Project I – MFA Creative Writing: MFA Alumni Success

Compile an ongoing and comprehensive list of MFA alumni successes, focused on publication and jobs. MFA will survey alumni yearly using Survey Monkey, track publications, residencies, awards, positions on internet. And through email appeals. Maintain email addresses and communicate regularly.

This is underway, using internet searches, Survey Monkey surveys, email contact. Significant results have been gathered and have been forwarded to Bill Sayre and are being constantly updated. Successes are also being used to promote the program. Expected May 2017. 10% complete.

Project II – Business & Entrepreneurship: Review business certificate graduates

Review list of Business Certificate graduates and make efforts to contact them to follow up on surveys & interviews of business certificate graduates that were done Spring 17. Expected completion Spring 2018. 10% complete.

E. Develop student leadership skills

Project I – Creative Writing: Indigenous Assessment

Repeating of last years' indigenous assessment of student oral presentation skills with a concerted effort in classes to build students' speaking skills. The Creative Writing department will conduct an indigenous assessment of student growth in their public speaking skills. This will clearly integrate IAIA's core values into the indigenous assessment model, course syllabi and classroom activities.

In the Fall semester, we instituted the requirement that all literature (and composition) instructors include oral presentations as a required assignment and use the department rubric to assess the presentations. A student reading was also a requirement in all creative writing workshops. Students were first coached in effective presentation and assessed with a rubric.

We digitally recorded the Fall end-of-the-semester readings by Poetry Writing I and Fiction Writing I students and are in the process of uploading them to the department folder on OneDrive. They are being stored to assess student growth over time.

We will assemble an indigenous assessment committee to assess the student readings and follow the procedures in the indigenous assessment rubric. The committee will include members of the department, adjuncts, two creative writing majors and other IAIA staff and faculty. By ourselves, creative writing faculty will use the department oral presentations rubric to assess the presentations to gather data. Expected completion May 2018 - 50% complete.

Project II – Library: Leadership Internship

Fall 2017 student internship.

The intern will work with library staff to support the Graphic Novel contest. The interns are involved in the creating, managing and leading of graphic novel events. The intern advises the library staff in the formation of the graphic novel contest committee of judges and the rubric to be used to judge the graphic novels submitted in the contest.

Emma DeMarr worked as the library intern in Fall 2017. The internship was funded by the Great Lakes Initiative. As an intern, Emma advised the library staff in the creation of the Graphic Novel contest, she created a rubric to be used for judging the graphic novels that are submitted for the contest. She created a space proposal for the graphic novel shelving and seating area in the library. The proposal included a list of things that should be changed to make the area more conducive to readers and created a price list and budget for the requested items to be purchased. She helped design and facilitate two graphic novel events. On October 16 the library hosted Creating Comics Workshop led by Jim Rivera and Emma DeMarr. Approximately 20 students attended. On November 17 the library hosted Game Night in the IAIA Auditorium. Game Night was designed to be an information venue for networking and discussing graphic novels and the artwork students are creating for the contest. Approximately 15 students attended. The graphic novel contest will conclude in April 2018. 100% Complete  
Expected completion May 2018.

#### Project III – Library: Leadership Partnership

Support the newly formed Student Success Club.

Elleh Driscoll started the Student Success Club in Fall 2017. Library staff members served as club sponsors, connected the club to campus departments and individuals, and met with Elleh about her ideas throughout the fall semester.

Expected completion May 2018. 50% Complete.

Project IV - Develop a Women's Leadership Summit. The Academic Dean In collaboration with IAIA Student leaders, develop a student directed and led Women's Leadership Summit. The goal of this summit to provide a forum for students to learn more about themselves as leaders, and to discuss individual and social issues faced by tribal communities as they seek to lead lives of meaning and purpose. Students and the Academic Dean will design the overall theme of the summit, invite speakers from the College, the alumni, and the community to address these topics. We have formed a committee of staff members and student leaders to brainstorm ideas. Expected completion March 2018 (Women's History Month). 10% complete.

### **Mission Objective 2: Strengthen Academic Programs**

A. Develop and promote an indigenous assessment model

#### Project I – Library: Student assessment of the library

Hold an engagement session for students about the library. Review findings from session. Develop outcomes for the library based on the assessment findings. Expected completion September 2018. 0% complete.

- B. Implement an academic strategic plan that will address Plan 2020 institutional priorities and future growth

Project I - To implement an On-Line Adjunct Orientation

Implement an On-line orientation to ensure quality training in all aspects of IAIA. As IAIA continue to grow, adjunct instructors will increase, and an on-line orientation will help extend important content.

This project is on-track and key features have been developed. The prototype of this course is being used this term. In addition to assignments in which faculty submit various forms and confirmations of IAIA policy statements, there are discussions where questions can be asked or answered. To be completed by July 2018. 50% complete.

- C. More fully implement academic program review

Project I – Cinematic Arts:

The Cinematic Arts & Technology department plans to build a searchable archive of student films produced in the program from its earliest stages circa 2009 to present. The archive will be housed online and/or through IAIA's internal servers and can be used as an assessment tool to track student learning and growth. It will also be organized in such a way for it to be useful during accreditation visits so that program review teams can view examples of student work according to year, class and filmmaker.

The online portion of the archive accessible to public will serve a secondary function as a recruitment/retention tool for prospective and current students interested in seeing student work. In fact, the idea for this project was spawned by such requests.

The Dome Manager has been assisting with the archive, since the database will be housed in the Dome's internal servers. As of now, most of the films from 2009 to Spring 2017 have been located, collected and are in the process of being catalogued by the Dome Manager's work study student who has been supplied with the necessary cataloguing criteria from the Library.

Expected Completion May 2018. 50% complete.

Project II – The Assessment reports and work plans contributing to HLC Assurance argument.

This work led by the Associate Dean bridges the HLC assessment academy work and Achieving the Dream committee work. We have completed an Indigenous assessment forms useful for the Indigenous assessment processes. We have tested the new forms with faculty and staff and made revisions users recommend. We will Locate a centralized location i.e. IAIA web-site, IAIA share drive, or Dropbox to store all Academic program assessment and work plans for public dissemination. Expected completion August 2018. 40% complete.

Project III – MFA Creative Writing: Improve the Survey of Alumni

Review assessment projects by evaluating students' ability to incorporate critiques into

revisions and evaluate mastery of their chosen genres. We'll review the results of outside thesis review, alumni survey, graduating student survey, and internal review and make program changes as needed.

We have analyzed the results of the first outside thesis review and, as a result of that review, instituted our first assessment project—a focus on grammar and mechanics. We saw significant improvement in that area on the second outside thesis review. Our current assessment project is examining the progression of skills over the four semesters and how best to provide writing resources. Expected completion May 2018. 40% complete.

#### Project IV – Academic Dean: Program Review

To ensure that our academic programs support and encourage relationships cross all constituents of IAIA, the Dean will brief the community and invite input on our current programs. The final program review document will include this dialogue. The remaining programs will complete their presentations at the February meeting of APPC. Expected completion: May 2018. 50% complete.

- D. Assess the feasibility of adding undergraduate and graduate programs in several fields of study

#### Project I – Museum Studies: Develop a plan for the formation of a Museum Studies Graduate Program

The Museum Studies department has been developing a plan for the formation of a Museum Studies Graduate Program. Dr. Jessie Ryker-Crawford will be presenting the graduate program proposal to the MUSM/ARTH Faculty at the first department meeting of SP18 – February 2018. May 2018. 30% complete.

#### Project II – Indigenous Liberal Studies: Graduate Program Development

A plan for the development of an ILS graduate program. Expected completion: September 2018. 10% complete.

#### Project III - Assess the feasibility of adding a Low-Residency MFA in Studio Arts

Develop a plan for an MFA designed for serious artists who want to develop a professional body of work in a low-residency program. Identify a project manager to research low residency MFA programs and develop a plan. Update: We have contracted an IAIA alumna to draft a plan for IAIA modeled after the Vermont College of Art Low-Residency MFA program. Her report is due in March 2018. Expected completion of plan May 2018. 40% complete.

- E. Offer more courses in Science, Mathematics, and Computer Science that meet the needs of our students

#### Project I - Implement Carnegie Pathways Quantway program

Implement the Quantway program of pre-college (developmental) mathematics class. Faculty have participated in trainings this past summer and in the fall 2018.

Implementation is now scheduled for Fall 2018. Implementation complete by August 2018. Assessment of data will begin in Fall 2018. 30% complete.

F. Continue developing a Performing Arts program

Project I – Performing Arts: Development of Performing Arts Program

Assess and research the most relevant and culturally responsive curriculum for both Baccalaureate and Associates in Performing Arts. Action steps and expected completion dates: first phase by May 2018

- Review and access current courses.
- Review enrollment numbers for current PA classes from past 3 years.
- Access and review recommendations per the previous Performing Arts consultants: Hanay Geiogamah and Ty Defoe.
- Establish and fortify an Indigenous praxis for entering the field of performing arts honoring the framework of native peoplehood.
- Assess the best way to utilize and incorporate the Black Box and other new state of the art performance facilities into existing and future curriculum and campus activities
- Designing student and faculty productions and presentations for this semester and fall
- Departmental networking of future relationships with scholars and masters in the field of performance

We are meeting weekly and actively working on the development of a Performing Arts BFA program proposal to begin presenting to the Curriculum committee for approval. Our goal is to integrate relevant courses from multiple departments and revamp and develop current course offerings for our department minor. 30% complete.

**Mission Objective 3: Build College Community**

D. Bring students, faculty, and staff together in campus-centric activities

Project I – Library: Graphic Novel Grant

The IAIA Library received the Will Eisner Grant for Graphic Novels for Libraries in June 2017. The goals of the grant are to: select and make available graphic novels that are funded by the grant, create a graphic novel space in the library, manage a graphic novel contest, and provide awards to student winners of the contest. The library is committed to: increasing the number of graphic novels in the library's collection, encouraging students to check out graphic novels, holding at least three graphic novel events prior to the contest, and holding a graphic novel contest.

To date, the library has ordered approximately 2/3 of the graphic novels awarded in the grant and has received approximately 4/5 of the graphic novel award books. The library hosted 3 graphic novel events in Fall 2017: Graphic Novel Informational Meeting, Creating Comics Workshop, and Game Night. The library staff serves as sponsors for the student; Comic Club and provides space in the library for the weekly meetings. The



library has 376 Graphic Novels in the collection. Graphic Novels were checked out 116 times from August-December 2017.

Expected completion May 2018. 50% Complete

E. Promote health, wellness, and safety for all members of the campus community

Project I - Institutionalize the Environmental, Health and Safety committee.

Promote activities and purchases to improve the safety of instructional activities in studio and classrooms. Provide specialized training for staff and/or faculty. Modify existing and add additional ventilation in Jewelry, Fab Lab and Painting. Develop and Implement a formalized inspection program for all studio & classrooms.

The committee: Academic Dean, Facility Manager, four faculty. We have established a regular meeting time to address issues in the studios and classrooms. During Spring In-service, we conducted a training for faculty on Blood Borne Pathogens.

Expected completion May 2018. 30% complete.

F. Implement an internal and external marketing and communication plan

Project I – Museum Studies: Website

Update the 2016/2017 Art History website page and develop the Museum Studies Website Page. Launch the completed Art History and Museum studies website page in May 2018. 10% complete.

I. Grow and maximize resources for college programs

Project I – Fitness & Wellness Department: Archery Team:

Apply for grant funds to develop archery team. They would participate in recreational shooting. Bill Mills Foundation grant received for \$960, an ASG club/team has been developed to participate in events. The Archery Team will travel every weekend to ABQ to participate in competition and to spend down the grant. Expected completion date August 31, 2018. 40% complete.

**Mission Objective 4: Advance Contemporary Native Arts and Culture**

C. Advance scholarship and dialogue on indigenous arts and culture

Project I – Library: Arrangement/Description of IAIA Slide Collection

The slides have been roughly arranged by type of image (students, exhibitions, paintings, sculpture, events, etc) and placed in archival sleeves boxes. Once the arrangement is complete we will start the description of the collection.

Expected completion date May 2018. 40% Complete.

Project II – Library:

Our contract archivist, Marissa Hendricks, has arranged and preserved the collection and is currently working on the description document and data entry. Photography of the collection by alumni Terran Kipp Last Gun will begin on January 12th and conclude

January 19th. The project is expected to be complete by mid-February (several months ahead of schedule). Expected completion September 2018. 70% Complete

Project III – Library: Draft processing plan for Suzan Harjo paper.

Based on the preliminary inventory, we wrote a general series arrangement for the Harjo papers. However, preservation, arrangement, and description of this huge collection will require significant funding, materials, and staffing to complete. 30% Complete.

Project IV – MFA Creative Writing: Plan an Anthology of Craft Lectures

Plan anthology publication. Self-publish or propose to establish press. Make a call for entries and appoint editors.

We have begun discussion of this anthology. We expect to submit it to outside publishers. We will publish Native student, alumni, and faculty craft essays. Content will be developed by transcribing existing craft lectures from our Vimeo channel, offering the speakers a chance to edit, expand, and revise before publishing on the Mud City online journal blog, followed by consideration for the anthology. Expected completion May 2018. 40% complete.

E. Engage with indigenous communities world-wide

Project I – Indigenous Liberal Studies: Establish funding source for international exchanges.

Establish contacts and relationships to facilitate outside funding. Successful solicitation for funds to support UIEM exchange and other similar activities. Update: A draft fundraising letter has been submitted to Judith Pepper OIA, for review and input for this project. Expected completion December 2017. 90% complete.

F. Strengthen the connection between the College, its Museum, and the larger Santa Fe community.

Project I - Develop a Performing Arts and Fitness building access and internal external Use policy. This committee will also evaluate and develop safety protocols for student, faculty and community use of the PAFC. We will submit for approval a policy on access and conduct in the PAFC. 30% complete.

**Other news:**

**Cinematic Arts**

CINE program consultant Chris Eyre arranged an advance screening of “The Hostiles,” which was held on January 17 at the Regal Cinema in Santa Fe. The purpose of the screening was to raise awareness and cultivate donors for the Cinematic Arts program at IAIA. An invitation was sent out to IAIA’s mailing list, and over two hundred fifty attendees, including IAIA supporters as well as faculty and students. IAIA President Robert Martin and CINE Chair James Lujan spoke on behalf of IAIA and the Cinematic Arts program. After the screening, a Q&A was held which featured “Hostiles” actor Wes Studi.

In December, the Fall CINE Student Showcase Screening was held at the IAIA Auditorium which featured the first batch of films shot with IAIA's new RED camera. The RED is an extremely high quality, professional camera used on such recent Hollywood films as "Guardians of the Galaxy Vol. 2," "Transformers: The Last Knight," and "The Hobbit" trilogy. The cost of the camera with lenses and accessories was approximately \$100,000. The purchase was made possible by the DoD grant successfully written by Dome Manager and faculty member Mats Reiniusson. The acquisition of the camera is significant because it allows students to get hands-on experience with type of camera the professionals use. Faculty have noted that the level of professionalism among students has noticeably improved when working with the camera. It should also be mentioned that the RED can be a potentially effective marketing hook in attracting prospective students.

The end-of-semester CINE Student Showcase Screening for the Spring is planned to be held at the Jean Cocteau theater in Santa Fe, which will hopefully bring in a bigger crowd among the general public.

**Assistant Professor and CINE Department Chair James Lujan** participated as a panelist following a report by Culture Track 2017, a national culture study compiled by LaPlaca Cohen and hosted by SITE Santa Fe and the Santa Fe Arts Commission. In November, the University of New Mexico asked him to serve on an Academic Program Review team to evaluate UNM's Cinematic Arts program. Plus, in November, he conducted a screenwriting workshop for the 4<sup>th</sup> Annual Pueblo Film Festival. He will also participate on a panel on screenwriting for the Santa Fe Film Festival in February.

**Assistant Professor Kahlil Hudson** was invited to attend the Sundance Film Festival where he was awarded the Discovery Impact Fellowship by the Discovery Channel for a documentary he is producing.

**Adjunct faculty Peter Kershaw** is working as a co-producer and American script editor for "Windy Point," a Netherlands/USA feature film planned for filming in Holland and Santa Fe.

**Adjunct faculty Jonathan Mugford** has been working on a series of Zen-related documentaries, most notably filming and interviewing Kazuaki Tanahashi, a well-known Japanese calligrapher and Zen Teacher. He is also creating 3D animations and doing color grading for a feature-length documentary on a rare genetic disorder called MPS1 or "Hurler's Syndrome."

## **CINE STUDENT ACHIEVEMENTS**

- Razelle Benally's senior thesis film "Raven" was recognized by the New Mexico Film Foundation's 2017 Student Filmmaker Showcase with awards for the Best Overall Film, Best Narrative Film, Best Editing, Best Original Music.
- Leroy Grafe and Mark Lewis will have their short films "The Casuist" and "Legacy" screened at the Santa Fe Film Festival in February.

**Performing Arts Update:**

Overview: The Performing Arts Department now has two full-time faculty: Sheila Rocha, PhD and Jonah Winn-Lenetsky, PhD. We also have one adjunct instructor for theater technology, Jay Muskett. All three faculty are actively working on the development of a Performing Arts BFA program. Sheila and Jonah, with direction from Dean Charlene Teters and Asst. Dean Lara Evans are developing performance curriculum and are working on course proposals to begin presenting to the Curriculum committee for approval. Our goal is to integrate relevant courses from multiple departments and revamp and develop current course offerings for our department minor.

1. (5) performing arts classes offered this semester.
2. Five minors enrolled in the program with one due to graduate this spring and a second to graduate in the fall.
3. Thirty-six (36) students enrolled in PA courses.

**Assistant Professor, Dr. Jonah Winn-Lenetsky** has his proposal accepted to the Environmental Theater Conference in Anchorage, Alaska. Jay Musket has multiple scripts in preparation for various Reader's Theater presentations and continues to work on his MFA in playwrighting at UNM.

**Performing Arts Department Chair, Sheila Rocha** continues to work on the long-term performance installation and photography project, "We Are Still Here" with members of the urban Indian community in Omaha, Nebraska. She is also working with TEWA Women United and Indigenous Solutions for a 2019 Healing Festival to be held at IAIA with a smaller scale prototype of the endeavor scheduled for Spring of 2018. Most recently, the large-scale puppetry class, under the direction of adjunct Jamie Kim and Sheila Rocha produced and staged "The Dance of Death and Life", a collaborative piece, at the Performing Arts Center Open House in November of 2017 with Grammy Award winner Robert Mirabal. The performance was also featured at the New Mexico State capitol with The Santa Fe Indian Center for 2017 Roc Your Mocs. The department is currently in negotiation with Installation Performance Artist, James Luna, for a possible production of his current touring show, "Ishi".

**Artist in Residence News:**

An agreement for 3 new Artist-in-Residence sessions financially sponsored by Sunrise Springs Spa Resort is in the works. The 2-month residencies are planned to take place March-April, July-August, and September-October. Housing will also be provided by Sunrise Springs.

**Associate Academic Dean, Dr. Lara M. Evans** has a chapter in the book *Native Art Now*, published by the Eiteljorg Museum in November. She was also selected by Creative Capital to participate in an art-writing mentorship program with Los Angeles Times art critic Carolina A. Miranda. The project is a book about IAIA alum and former faculty Linda Lomahaftewa.

To: Dr. Robert Martin  
 From: Nena Martinez Anaya  
 Date: January 31, 2018  
 Subj: Quarterly Board Report

## **Strategic Theme 1: Improve Student Success**

### **1.2 Increase enrollment; improve retention and completion**

The charts below include On Campus Enrollment; Full-time Enrollment and Head-Count. We continue to grow On-Campus Enrollment and do have a decrease in FTE enrollment this semester and factor this to the Spring 2017 semester which had an unusually high FTE of 490 to include 14.5% growth from the previous semester. Our trends have shown that FTE growth is averaging 10-12%. We account Dual Credit enrollment for the Spring 2017 to be the factor for the increased enrollment with 96 FTE and 342 Head-Count. This semester, we are on track and expecting between 528-550 FTE Enrollment for the Spring 2019 semester. We exceeded our Head-Count Goal of 650 with 683 and will have final Enrollment Report at the Board Meeting.

Spring	On Campus
2016	274
2017	309
2018	323
2019	
2020	

Spring	FTE Goal	FTE Actual
2016	450	420
2017	450	490
2018	500	471 draft
2019	550	
2020	600	

Spring	Head Count Goal	Actual
2016	530	610
2017	600	707
2018	650	683 draft
2019	675	
2020	700	

### **Recruitment Report**

Spring Recruitment Plan for out of state locations- OK, WA, CA, AZ, ND

Fall Recruitment out of state location- AZ, OK, WY, FL, AK

- October 9- Santa Fe Indigenous Peoples Day on the Plaza (Santa Fe, NM)
- October 11- Association of Tribal Archives & Museum Conference (Santa Ana Pueblo)
- October 16-18, 2017 First Alaskan Institute Elders & Youth Conference (Anchorage, AK)
- October 18 – Fairbanks College and Career Fair (Fairbanks, AK)
- October 18- Gear Up New Mexico Student Leadership Conference (ABQ, NM)
- October 19- SIPI College and Career Fair SIPI Campus (ABQ, NM)
- October 21- Fall College Connection Day Indian Education Department (ABQ, NM)
- October 24- Indigenous Scholars Empowerment Day (Riverside Indian School, OK)
- October 24- College/Career Readiness Summit- Wyoming Indian High School (Ethete, WY)
- October 25- Alamo 2017 College and Career Fair (Alamo, NM)
- October 26- Zuni High School College (Zuni, NM)
- October 30- Navajo Pine High & Middle School College & Career Fair (Navajo, NM)
- November 2- Warriors Path Conference (Mesa, AZ)
- November 3- Mescalero High School College Fair (Mescalero, NM)
- November 6- Capital High School Application Drive (Santa Fe, NM)
- November 6- IAIA Open House (Santa Fe, NM)
- November 9- Winslow High School College Application Campaign- (Winslow, AZ)
- November 9- SFCC Veterans & Family Appreciation Day Resource & Career Fair (Santa Fe)
- November 10-12 Indigenous Comicon (Isleta, NM)
- November 15- Rock Your Moccs, Native American Heritage Month (Santa Fe, NM)

- November 15- Laguna/Acoma College Application Day (Paraje, NM)
- November 16- To'Hajiilee Community School College Fair – (To'hajiilee, NM)
- November 16- Twin Buttes High School College and Career Fair (Zuni, NM)
- November 17- Monument Valley High School College Fair (Monument Valley, UT)
- November 18- Santo Domingo College and Career Fair (Santo Domingo, NM)
- November 28- Monthly CNM visit Main Campus- (ABQ, NM)
- November 29- Monthly CNM Visit Montoya Campus (ABQ, NM)
- December 2- College Fair Native American JOM Youth Empowerment Conference (ABQ, NM)
- December 6- Red Mesa High School College Fair (Red Mesa, AZ)
- January 4- UNITY Midyear Conference (Tempe, AZ)

### **Campus Tour Report**

Individual Tours: 3 people/families

Group Tours:

- September 14 - Dine College (21 people)
- October 27 - SIPI (16 people)
- November 17 - (9 people)
- December 1 - NACA (35 people)
- January 24 - Los Lunas High (40 people)
- January 25 - CSKT/Education Department (7 people)
- January 26 - Walatowa High Charter School (23 people)
- January 22 - Requested by Institutional Advancement. Bryson led tour of 3 people.

### Additionally:

- Part time position of Dual Credit Coordinator was approved and is currently open.
- Jonathan Breaker, Assistant Director, was promoted to Continuing Education Manager and his last day was January 19, 2018.
- In partnership with Lara Evans we were included in the Margaret A. Cargill Philanthropies grant and received \$6000 each year for 3 years to assist with recruitment.

### Offsite Action Team

#### Dual Credit:

High School	Total Courses	Total Students Enrolled	Total Adjunct Faculty
6 high school locations Albuquerque Public Schools, Española Valley, NM School for the Arts, Rio Rancho Schools, Santa Fe Indian School, Walatowa Charter HS,	18	313	15

- Albuquerque Public Schools successfully is hosting their first Art class for Spring 2018 in addition to the Navajo sections already offered.
- Tierra Encantada- limited counseling staff and spring semester is too busy with PARRC testing.
- Cuba- Current instructor needed to take time off from teaching dual credit and was not approved to teach Spring 2018.
- ATC- Have not heard back from the counselor on course offerings after many attempts.
- Kirtland Central- Instructor was not approved to teach.

- Zuni- Internal reorganization affected any spring 2018 course offerings.
- Walatowa- reduction in course offerings due to instructors not approved to teach and classroom spaced needed to be inspected

#### San Juan College, Farmington, NM

IAIA planned to host a 300 level IAIA film course at SJC for the Spring 2018 semester, but Chairs from both IAIA & SJC could not find a qualified instructor to teach the film course. The Film program at SJC is staffed with one person and qualified Film instructors in Farmington, NM are scarce. We will meet this semester to develop new strategies to build the collaboration between IAIA and SJC. 80%

#### University of New Mexico-Taos

The Chief Enrollment/Retention Officer has finalized the articulation agreement with UNM-Taos to transfer in their students from an associate/certificate program into our Studio Arts BFA program. We are planning the official signature ceremony for Spring 2018. 100%

#### Santa Fe Community College

The Chief Enrollment/Retention Officer is working on updating the current articulations in place as courses from both colleges have changed. 65%

Retention Project One: The Learning Lab: *Tracking student use of Learning Lab and their course success and persistence toward graduation.*

#### **PROGRAM ASSESSMENT**

The Learning Lab has been a central academic support system for students for over 10 years. The most recent assessment project was designed to determine how Lab/tutoring use impacts students' success rates in individual courses and persistence toward graduation.

#### **Course Success**

Due to the sheer volume of data generated by the Learning Lab, this assessment targeted 5 semesters between 2012 and 2016, identified which courses during that semester had 5 or more students using the Lab, and then compared course outcomes in those courses between the tutored and non-tutored students. A total of 66 courses were assessed, and 1,252 individual grades. The majority of the courses were part of the general education requirements that all students in all departments must meet, and therefore represent a valid cross-section of the student body.

#### **TOTAL for 5 Semesters**

Courses assessed	Tutored students				Non-tutored students			
	A-C	D,W,F,I	Total	%DFWI	A-C	D,W,F,I	Total	%DFWI
Semester 1: 10	69	17	86	20.08%	132	102	234	41.92%
Semester 2: 14	65	10	75	10.33	84	47	131	30.83
Semester 3: 17	81	20	101	21.47	116	80	197	37.88
Semester 4: 12	48	16	64	27.5	118	43	155	29.03
Semester 5: 13	80	26	104	20.9	75	29	106	27.8
<b>TOTALS</b>	343	89	430	<b>16.08%</b>	525	301	823	<b>25.19%</b>

Finding: On average, students who use the Learning Lab and tutoring services have 9% fewer 'unsuccessful' course outcomes than their peers who do not use the Lab's services. (25.19% unsuccessful for non-users vs. 16.08% for users).

### Persistence Toward Graduation

Again, due to the sheer volume of data generated by the Learning Lab, this assessment focused on a cross-section from the overall data set. The list of students who used the Lab over the course of the same 5 semesters was compiled, then 75 names were pulled from the list. The names were compared to graduation lists from the past 4 years and the list of currently enrolled students (as of SP18). The result shows that students who use the Learning Lab are significantly more likely to persist and graduate than students who don't use the Lab when compared to the cohort persistence and completion assessments done by the IR office. However, these specific results cannot show causation because the average student who uses the Lab may be intrinsically more academically prepared or motivated than the average non-user of the Lab. Yet, the differences are clear and compelling.

<b>Students: 75 random students across 5 semesters between 2012-2016</b>	<b>Graduated</b>	<b>Persisted</b>	<b>Stopped Out</b>
Total #	24	22	29
Percentage	32.00%	29.33%	38.67%

### Early Alerts

- 144 Early Alerts as of end of FA17 semester
  - 65 individual students; 105 attempted contacts (some were contacted multiple times)
  - 10 students attended 1 or more Achievement Coaching sessions
  - Tracking improvements being made for SP18 by moving to Airtable database program
- ### Academic Warning and Probation
- FA17: of the 20 students on warning, 9 returned; of the 9 on probation, 3 returned.
  - The Retention Specialist reached out to returning students on warning or probation; 7 responded.
  - Of the 12 returned students on warning/probation in FA17, 9 returned for SP18; 1 was suspended, and 2 did not return (1 of whom was an MFA student)
  - Tracking improvements being made for SP18 by moving to Airtable database program

### Retention Project Five: *Improve Disability Support Program and ADA Accessibility on campus.*

Improvements have been undertaken:

- Continuing: Disability Support Services web page is under revision.
- Continuing: Wheelchair accessibility stickers are being placed in classrooms and meeting spaces around campus, as well as in the café.
- ADA Training Schedule: December 2017, training about animals on campus (staff attended); SP18 in-service, animals on campus training done for faculty; February training planned: accessible documents.
- New crosswalk being built between academic building and foundry.
- Updating/improving procedures for accommodations memo distribution to faculty

### **Additionally: Talking Circle – PROGRAM ASSESSMENT**



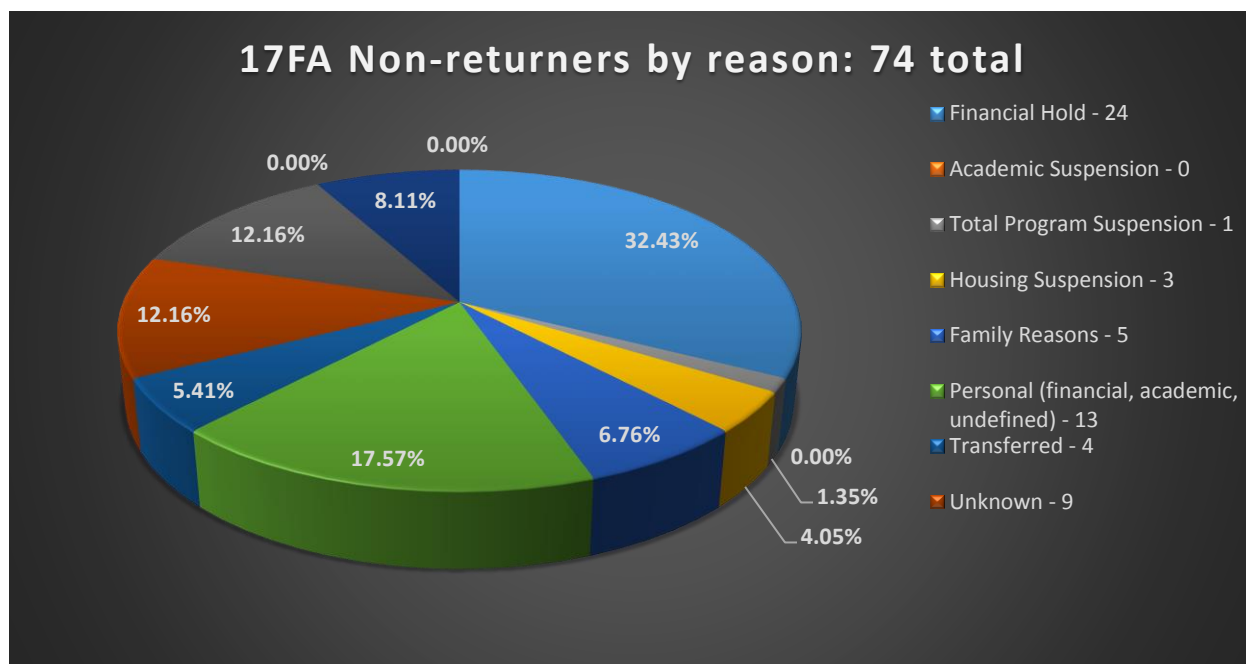
The Talking Circle program has been offered in the Student Success Center since the fall of 2001, 16 years. The format has varied slightly over time, but overall has taken a similar structure of a shared meal and then a formal or traditional talking circle. The program has longevity because students find value in it. Yet a formal assessment of the program has not been completed until it was added to the SSC Annual Work Plan several years ago. Because of the way this data was collected it's not assessed in a cohort format like that done by the IR department. However, the final assessment shows that there is consistent value in the program's contribution toward persistence, and possibly completion. The qualitative side of this assessment will be ongoing as the department researches ways to make the program even more pertinent to today's student body.

#### Talking Circle Persistence and Completion Assessment

	FA15		SP16		FA16		SP17		FA17	
<b>Persisted to following Semester</b>	32	57.1%	43	64.2%	40	55.6%	26	66.7%	22	73.3%
<b>Persisted and Graduated Following Semester</b>	5	8.9%	5	7.5%	9	12.5%	3	7.7%	?	
<b>Stopped Out</b>	22	39.3%	22	32.8%	32	44.4%	13	33.3%	8	26.7%
<b>Transferred</b>	2	3.6%	2	3.0%	0		0		0	
<b>Total attended</b>	56		67		72		39		30	

**Additionally:** Non-returns (student persistence) reporting

FA17 semester's non-returning students totaled 74, broken down by reason for not returning. This is a report created each semester, and overall trends have held since the beginning: financial concerns are the number one reason why students don't persist. SP18 non-returns will be reported in the next report.



#### Additionally: Financial Aid

Staff change: Leah Boss was promoted from Student Accounts to Financial Aid Advisor effective 1/20/18. The Student Accounts position is currently advertised.

#### **1.4 Track Student Success After College:** Expand career/job and internship opportunities for IAIA students.

Great Lakes Internships for Spring 2018 are:

Internship Site	Student's Major
New Mexico Film Office	Cinematic Arts & Technology
New Mexico History Museum	Museum Studies
IAIA Balzer Contemporary Edge Gallery	Museum Studies
Ralph T. Coe Center for the Arts	Museum Studies
Native Hope Media (pending)	Cinematic Arts & Technology

**Project Two:** Improve Career Readiness. The Advising Director created curriculum content for

Six Career Services Lunch & Learn Series for Fall 2017. In addition, Advising Director collaborated with New Mexico Workforce Solutions conducting two Lunch & Learn Workshops and enrolled students in New Mexico Workforce Solutions employment system making it accessible for students to receive employment opportunities throughout Santa Fe and Albuquerque. The Advising Director meets with students weekly assisting in employment and career readiness. Utilizes various approaches through websites like USA.gov, Indeed.com, Careerbuilder.com, Monster.com, etc.

**1.5 Develop student leadership skills** Project One: Mentorship Program “The Four Directions Project” Since participation goals were not met for FA17, despite many outreach efforts to students, staff, and faculty, the Retention Specialist is researching

additional approaches to mentoring programs and met with the director of University of New Mexico's Mentoring Institute on January 23<sup>rd</sup>. She also met with the Alumni Relations Manager to discuss incorporating alumni in the mentoring program. Call for participants will go out once a new plan is in place to increase participation. 60%

**3.3 Implement a faculty and staff professional development plan Retention Staff Training and Professional Development:** Below are the professional development opportunities the staff has recently participated in:

Nena Martinez Anaya, Chief Enrollment/Retention Officer  
11/2-11/3/2017-ATD Math Carnegie Conference

Leah Boss, Student Accounts Coordinator  
10/18/17 – NMASFAA Training/Federal Update and NMASFAA Business Meeting  
1/23/18 – AICF Webinar: New Full Circle Verification Process

Lara Barela, Financial Aid Director  
10/18/17 – NMASFAA Training/Federal Update and NMASFAA Business Meeting  
10/18/17 – Selected (via statewide vote) as NMASFAA Treasurer (elect) for 2017-2018

Mary Silentwalker, Admissions Director  
12/3/17-12/6/17 received a scholarship to attend Women's Leadership Institute.

Karen Gomez, Advising Director  
12/8/2017 – New Mexico Consortium of Career Educators & Employers, Albuquerque, NM

To: Dr. Robert Martin  
From: Carmen Henan  
Date: January 31, 2018  
Subj: Quarterly Board Report

## **Mission Objective 1: Improving Student Success**

### **A. Increase involvement of all IAIA stakeholders in student success**

#### Project 1: Parent Digital Postcards

- Housing program was geared up for the 2018 spring semester Move-In Day. Physical postcard templates were created for parents to sign and were to be delivered to the students' campus mailboxes, which included instructions on where to access the digital postcard greeting from parents recorded on Move-In Day. A canopy tent was set up to make sure the initiative was clearly visible for parents and encourage maximum participation. This strategy is an effort to improve retention through addressing homesickness, a common obstacle to our students' success.

### **B. Increase enrollment; improve retention and completion**

#### Project 1: Hire a full-time art therapist/counselor

- IAIA Counselor, Greer McSpadden, resigned from her position in December. A search to fill the position was started and interviews completed on January 26<sup>th</sup>. A recommendation to hire was submitted to Human Services and we're waiting on the background check to proceed forward with an offer to hire.

#### Project 2: Strengthen the People's Path alcohol and drug program

- The IAIA Biennial Review Committee completed the 2017 Biennial Review in December, this is a mandated report required from all colleges and universities who receive federal funding by the U.S. Department of Education. The following recommendations were listed in the report:
  - Hire a part-time licensed drug and alcohol counselor to facilitate prevention groups.
  - Provide staff training in the Restorative Justice model and implement into the AOD prevention program.
  - Provide staff and faculty training in Trauma-Informed Educational Systems.
  - Place camera's in the Family Housing area.
  - Bring in an indigenous medicine person to work with substance abusers.
  - Create and support a model of Recovery for the campus.
  - Coordinate Student Life Activities with the Counseling Department to identify therapeutic activities/interventions.

- Educate all staff, faculty and student body in the relationship between early childhood trauma and substance abuse. (Vincent Felitti, ACE study)

The next step will be prioritizing the list that can be done during this academic year and establishing a timeline for the others.

## **E. Develop student leadership skills**

### **Project 1: Train RAs in Leadership**

- The RA training in leadership was successfully completed for SP18. Residential Coordinator, Leslie (J.R.) Romero (Cochiti/Hidatsa), led his second RA training and it was well received. Evaluations indicated the RAs feel prepared and value the information presented. Identified improvements include more team building and emergency response training. A well-trained RA cohort is key to giving housing students positive peer leadership, thus improving student success.
- Two RAs resigned at the end of the fall semester, two new RAs were hired and on duty prior to the spring semester, they are former RA, Megan Harris (Catawba), and new to the position Christopher Morgan (Ute Mountain Ute). Returning RAs are Manuel Ramirez (Otoe-Missoura), LeOreal Wall (Ute Mountain Ute), Desiree Whitehorse (Navajo), and Jazmin Novak (Navajo).

### **Project 2: Provide student professional development workshops**

- The Associated Student Government (ASG) organized and attended an ASG Retreat at the Ghost Ranch near Abiquiu, NM on January 19-21, 2018 for officers and representatives. The retreat was facilitated by Ron Looking Elk Martinez, IAIA alum, on team building, using their personal skills and “Medicine” in their roles and responsibilities to the IAIA community. They explored ways to resolve emotionally charged issues from a place of mindfulness and wellbeing. The retreat was also attended by their advisors, Ben Calabaza, Nocona Burgess, and Carmen Henan.
- The AIHEC Winter Meeting is again being held in Washington, D.C. on February 12-16, 2018. IAIA students, LeRoy Grafe and Scarlett Cortez, will be attending as AIHEC Student Congress members and as advocates for IAIA and the tribal college movement. Both participated in a webinar hosted by the AIHEC Office in preparation for advocating on Capitol Hill with Congressional members and staff.

## **Mission Objective 3: Building College Community**

### **C. Implement a staff professional development plan**

#### **Project 1: Staff professional development**

- This quarter the housing staff was trained in Title IX administration, Clery Act reporting, Conduct Hearings, Compassion Fatigue (burnout), Restorative Justice, Resiliency, First Year Experience, IAIA History, Conflict De-escalation, Diversity and CR/First-Aid/AED. This strategy builds the capacity for staff, thus builds our community.
- The Dean of Students will be attending the AIHEC Winter Meeting in Washington, D.C. with the AIHEC Student Congress in February. The congress is focused on finalizing their initiatives by the 2018 AIHEC Student Conference in Bismarck, ND during March 11-14, 2018. They are midway in planning their Leadership in Future Endeavors (L.I.F.E.) conference being held at the Northwest Indian College in Bellingham, WA during June 19-21, 2018.

#### Project 2: Develop a plan for a structure at our Santa Fe Trails Bus Stop

- The Student Life Activities department along with Larry Mirabal and Peter Romero met with Keith Wilson of the Santa Fe Trails Transit Division on November 13, 2017. Upon analysis of the IAIA property and the current Santa Fe Trails bus stop, Wilson recommended that IAIA could place a structure on IAIA property. If Santa Fe Trails were to place a structure on County property (closer to the Avan Nu Po Road), a ridership study would have to be conducted and because of our remote location, our structure wouldn't be a priority for County funding.

Santa Fe Trails did donate and deliver a structure to IAIA pending preparation. Peter Romero received a quote for paving services. Based on the location of the bus stop, Wilson recommend that IAIA would need to level the area and clear vegetation. IAIA would also need to provide a paved walkway to existing sidewalks to be ADA compliant. The following cost is based on the mentioned recommendations:

- AFJ Custom Paving
- Price for Grading, Base course and asphalt paving - \$6,200 + Tax
- Price Option 1: 113 Linear feet of concrete curb - \$2,843 + Tax
- Price Option 2: 11 Linear feet of asphalt curb - \$1,806 + Tax

Either option provides a walkway to existing sidewalks so that riders do not have to walk on the IAIA campus road. Currently, the Associated Student Government is considering the cost. Larry Mirabal is also researching funding.

#### D. **Bring students, faculty, and staff together in campus-centric activities.**

##### Project 1: Develop one new Student Life (SL) sponsored campus-wide activity per semester

- Student Life is researching the opportunity to sponsor a traditional Native event for the beginning of the academic year to involve the local Native American communities and nearby tribal colleges in the state. A survey is being designed to

assess student, faculty and staff interest in possible events, e.g. round dances, 49's, powwow, etc.

- The student LGBTQ proposal for an American Indian College Fund (AICF) grant was awarded \$5,000 to host a LGBTQ student project, IAIA Pride Week on February 26-March 2, 2018. The events during the week include a keynote speaker, Ignacio Rivera from Minneapolis, MN, LGBTQ and Two-Spirit history, inclusiveness terminology training for the IAIA community; HIV, AIDS and Hep C testing, a film festival, a pop-up art exhibit, a LGBTQ panel discussion during the 2018 Student Success Summit, and ending with a "Pride Extravaganza" with local partner organizations in Santa Fe and Albuquerque.

#### Other: Monthly Community Gatherings

- January's Community Gathering held on January 31<sup>st</sup> included: (1) the upcoming 2018 AIHEC Student Conference in Bismarck, ND by Nocona Burgess, Activities Coordinator, for recruitment of students to apply and compete in the conference competitions; (2) Lorenza Marcais, IAIA Alpha Chi's President, presented on the Alpha Chi organization, their leadership initiatives and community service activities and events; and the Cinematic Arts department screened a few 2017 fall semester student's films.

### **E. Promote health, wellness, and safety for all members of the campus community**

Project 1: Develop two new health/wellness & safety events per semester

- The total cost is estimated around \$12,000. This includes the cost of bikes, a hitch mounted rack, maintenance supplies (tubes, chains, tools). The rack is a Hitch Mounted Rack for the IAIA 14 passenger van. Rob & Charlies, a local bike shop, will be able to provide an educational discount as well as 2 free tune-ups for each bike. As well as additional training to regularly maintain bikes.
- IAIA has been asked to join the New Mexico Higher Education Prevention Consortium (NMHEPC) of colleges and universities led by the University of New Mexico and funded by the NM Department of Human Services through their Behavioral Health Services Division's Office of Substance Abuse Prevention. The project is funded to address the problems related to underage drinking and opiate painkiller abuse. The Housing Director, Director of Sponsored Programs, Art Therapist/Counselor, and Dean of Students met with John Steiner, UNM Project Manager of the Office of Substance Abuse Prevention early this month. Upon recommendation to join the consortium, President Martin gave his approve to move forward and begin working on the next steps in joining the project.

### **F. Implement an internal and external marketing and communication plan**

#### Project 1: Develop IAIA merchandise for SL sponsored events

- New designs are being developed for a second run of t-shirts. They will be available for the powwow, with enough set aside to welcome our new students in FA18. Apparel contributes to a student's sense of ownership and community, and we have found that this strategy is one of the simplest and most effective ways to get students excited to be a part of IAIA.

#### **Mission Objective 4: Advance Contemporary Native Arts and Culture**

##### **A. Expand collaboration between the Museum, academic and student support programs.**

Project 1: Organize one IAIA student faculty, staff and alumni event with the Museum during the academic year.

- No progress has been made in this last quarter of the academic year therefore, the project is still being considered for an event at Indian Market.

##### Other:

- The Student Activities program is collaborating with the American Indian College Fund to host a student art show at their 2018 Annual "Flame of Hope" Gala in New York City, NY on April 11, 2018. The Activities Coordinator, Nocona Burgess, is currently seeking a student to assist in the art show.

##### **C. Advance scholarship and dialogue on indigenous arts and culture**

Project 1: Develop two Artist RoundTable discussions per semester.

- A roundtable discussion with Kenneth Johnson, Jeweler, and Kevin Box, Sculptor, was held on November 30, 2017 in the Center for Lifelong Education. Both discussed their art careers and what it took to get where they are in their career. They also discussed their college experience as well, offered advice and answered student questions

##### Other:

- Housing numbers as of January 30, 2018:

	RESIDENCE CENTER (154 beds at max capacity)	FAMILY HOUSING (24 Casitas)	TOTALS
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New Students – SP18		11	0	11
Returning from FA17		101	42	143
Readmits		8	1	9
Transfers		-	-	-
From off campus		1	-	1
Total Students		121	43	164
- Student capacity % (number of actual students to number of max beds)		79%	n/a (no designed capacity metric)	79%
- Room usage % (number of rooms/casitas occupied to number of total rooms/casitas)		94%	92%	93%
BEHAVIORAL				
Total Program Suspension		-	-	-
Student Housing Suspension		-	-	-
Move off-campus – personal		3	-	-
Moved off campus – dropped below min. hours		-	-	-
School Withdrawal (though we anticipated return)		13	-	-
Absentia Totals – January 23, 2018		16	-	-

A few notes on the numbers above—

- The percentage of student capacity (79%) is not as concerning as it may at first seem. This number allows us to honor single room requests, ADA accommodations, and RA single rooms for confidentiality. We will likely never hit the theoretical max of 100% student capacity, and I don't view that as a bad thing considering the aforementioned accommodations.
- In the next few weeks I expect the room usage of both Family Housing (94%) and Dorms (92%) to rise as we honor some applications that were not awarded housing assignments due to expected returning students not returning. This number should always be as close to 100% as we can get it, with possible exceptions being emergency overflow vacancies that are vacant by design.
- On that note, there were over a dozen students who did not indicate an expected absence this semester but turned out, for one reason or another, unable to return. These kind of vacancies are not easy to forecast, but as mentioned above it has the silver lining that it allows us to honor single rooms where needed.
- Three students have already found off-campus living situations, contributing to the relatively low capacity rate. We actively encourage all residents to look for off-campus housing as an option, since our housing is so competitive and we have a first-year student requirement.

### Other:

#### Student Activities Resource Center:

- The purpose is to support student organizations on the IAIA campus with an office space for event planning and execution. Currently, student organizations do not have a formal place to seek guidance to plan events for the IAIA community. It is best practice on many colleges and universities to provide guidance and a space for planning student events. The Student Activities department is the primary location on campuses to provide this guidance.

With the Associated Student Government moving its office to the new Student Union Building, it is recommended that their old space be converted to the Student Activities Resource Center. The center will be furnished with supplies to student organizations to prepare an effective event. It will also have a computer for student use to produce advertisements and documents for their event. The center will serve as an intermediary with the IAIA Facilities Department for room reservations as well as scheduling all student events. The Activities Assistant will be the primary staff person to operate the center.

#### Student Activities Communication Survey/Study

- The purpose is to research new ways to communicate with students. Although students are encouraged to use email to obtain information from campus departments. During a small sampling, students indicated that they over-look many emails and only read emails from instructors. Now the Student Activities department promotes events via email and have seen minimal turn out. It is recommended we do an all student survey/study to find ways to communicate effectively with students.

To: Dr. Robert Martin, IAIA President  
From: Patsy Phillips, Director IAIA Museum of Contemporary Native Arts (MoCNA)  
Date: January 30, 2018  
Subj: February 2018 - Quarterly Board Report  
November 8, 2017 to February 18, 2018

## **Strategic Theme 1: Improve Student Success**

### **1.1 Increase involvement of all IAIA stakeholders in student success**

Well-Off-Man met with Tom Jones, Associate Professor of Photography at the University of Wisconsin-Madison to discuss potential exhibition project featuring IAIA alumni who continued their career at U of W (Rory Wakemup, Dyani White Hawk, and others.)

### **1.5 Develop student leadership skills** (Work plan: Identify students for work-study and internships)

Work in this section empowers students to become leaders by offering leadership programs and learning opportunities and addresses all the goals of this statement.

This past fall semester the collections department hired four IAIA Students Workers: Austin Big Crow (Lakota), Lorenza Marcais, Dawna Walters (Dine) and Nathaniel Fuentes (Tewa/Dine). This spring semester, the following students have been re-hired: Austin Big Crow (Lakota), Lorenza Marcais, and Dawna Walters (Diné), Stephanie Stewart (Diné)/PT temporary hire and Nathaniel Fuentes (Tewa/ Diné), Cinematic Arts Department Student Worker to continue the photogrammetry project.

IAIA Museum Club, sponsored by Lomahaftewa and Felipe Colon, sold hot drinks and mugs at the IAIA Winter Market. The club provided free hot drinks with leftover supplies to welcome back students and faculty during the first week of the spring semester. The club is planning to partner with other clubs on campus this semester on events and will begin meeting in February to plan day trips to museums and begin working on the summer student/graduate art market in August.

IAIA faculty Mary Deleary, Brian Fleetwood, Well-Off-Man and IAIA student Stephanie Stewart co-curated *Breaking Ground: IAIA 2018 BFA Exhibition*. Stephanie was involved in every step of the curation process, including recruiting student artists, selecting artworks, writing and editing exhibition texts, as well as deciding on the exhibition design and layout. Stephanie also assisted Reynolds with the installation of the exhibition.

Reynolds (Preparator and Exhibition Coordinator) worked with IAIA students **Stephanie Stewart, Austin Big Crow and Angelica Drywater**, as well as recent IAIA graduates **Terran Kipp and Samantha Tracy** on exhibition installations.

## **Strategic Theme 3: Build College Community**

### **3.3 Implement a faculty and staff professional development plan**

This spring semester John Joe is taking Studio Lighting 101, at the Santa Fe Community College to further his education on photography lighting. Lomahaftewa signed up for Condition I class at IAIA to keep up her health and strength for the demanding upcoming collection projects.

Well-Off-Man gave exhibition previews, presentations and gallery tours for MoCNA staff, IAIA staff council members, as well as IAIA faculty and adjunct instructors for *Without Boundaries: Visual Conversations*; *Art & Activism: Selections from The Harjo Collection*; *Breaking Ground: IAIA 2018 BFA Exhibition* and *Rolande Souliere: Form and Content*.

### **3.4 Bring students, faculty, and staff together in campus-centric activities**

Phillips and student, Jonathan Batkin, who attended documenta in Kassel, Germany presented the trip and project at the IAIA community gathering on November 29, 2017.

Hanley, Wesaw, Reynolds, Well-Off-Man, Lomahaftewa and Joe contribute to the museum's social media postings.

Committee members Lomahaftewa and Reynolds helped organize the Winter Staff Retreat held on Dec. 19, 2017 in the CLE Commons and reported that the event was well attended by staff (approx. 30) with positive feedback received through a simple survey. Information gathered during wellness council session will be reviewed this spring to help improve activities throughout the year.

## **Strategic Theme 4: Advance Contemporary Native Arts and Culture**

### **4.1 Expand collaboration between the Museum, academic and student support programs**

The work in this section empowers students to become leaders by offering leadership programs and learning opportunities and addresses all the goals of this statement.

Hanley collaborated with the MoCNA Store for the 2nd annual Holiday Members Sale + Performance on Saturday, December 9, 2017. The event included holiday shopping all weekend at the museum store offering discounts on the finest American Indian artwork for both the public and members. Museum visitors also enjoyed a performance by *Connective Tissue* exhibition artist **Charlene Vickers** (Anishinaabe). *Occupations and Assertions* is a multimedia performance work referencing the occupation of Anicinabe Park in Kenora, Ontario by the Ojibway Warriors Society in 1974. Later in the afternoon, members were invited to a special holiday event with noted Iroquois singer, composer and acoustic guitarist, **Joanne Shenandoah** Ph.D., one of "America's most celebrated and critically acclaimed Native American musicians of her time," Associated Press.

Working with campus and Lara Evans, Hanley manages MoCNA's ongoing *Brown Bag Brown Bag It* series connected to the A-i-R Program. An IAIA's Brown Bag Event: A-i-R happened at the museum on Friday, December 8<sup>th</sup> with artists **Athena LaTocha, Frank Buffalo Hyde, Jason Reed Brown, and Wanesia Spry Misquadace** for a lunchtime

discussion. Visitors are encouraged to bring lunch and hear from the artists about their work. On January 19, 2018, **Eliza Naranjo Morse** (Santa Clara Pueblo) and **Terran Kipp Last Gun** (Pikani Nation) discussed their practice and current collaborative mural, entitled, *Home is a Life Journey*. MoCNA commissioned the new mural for the Allan Houser Art Park which is based on ideas around home, place, history and experience.

On Saturday, Feb 10, in collaboration with the IAIA Creative Writing Department and Museum Store, Hanley organized an event called *Listen to the H(ear)t* with IAIA faculty and students as they celebrate the month of love with a reading. The Museum Store offered special valentine-inspired activities in coordination with this event. IAIA Students: **Victoria Gonzales**; **Pearlyne Coriz** (Santo Domingo Pueblo); **Serena Rodriguez**; **Vivian Carroll** (Cherokee); **Savannah Junes** (Ohkay Owingeh Pueblo/Navajo); **Deborah Svatos**. IAIA Faculty: **Jennifer Love**; **Annette Rodriguez**; **James Thomas Stevens** (Akwesasne Mohawk); **Evelina Zuni Lucero** (Isleta/Ohkay Owingeh Pueblo).

Well-Off-Man works with a committee of MoCNA staff members, IAIA faculty (Felipe Colon), and staff (Bill Sayre) as well as a student representative on MoCNA's AAM accreditation project. The first step of the application process involved the writing or reviewing of five key documents, including MoCNA's mission statement; institutional code of ethics; strategic institutional plan; disaster preparedness/emergency response plan; and collections management plan. The first phase of the application process will be filed February 1, 2018.

Well-Off-Man is also a member of the IAIA's A-i-R selection committee, and participated in Lomahaftewa's Museum Club lunch meeting to share information on upcoming exhibitions and first-hand working experience opportunities at the museum.

Reynolds participates in IAIA Four Directions mentorship program. She meets with a student mentee on a regular basis and answers questions about campus, and classes, museum career related subjects. Reynolds works closely with IAIA Housing Director Blue Tarpalechee, who oversees IAIA's Achieving the Dream program.

Well-Off-Man collaborated with IAIA art history professor Lara Evans and MoCNA public programs manager Hanley on programming for *Connective Tissue* events, including IAIA Artist-in-Residence event *Resilient Fibers*, featuring Janice George's (Squamish Nation) Coast Salish weaving; Leanne Campbell's (Coeur d'Alene) twining basketry techniques, and Martha Nielsen's (Kokhanok Village) Alaskan fish skin artworks.

#### **4.2 Implement Museum Docent and Volunteer programs**

Hanley manages the Docent + Volunteer program by participating in meetings, creating and gathering relevant materials on contemporary Native arts, as well as upcoming MoCNA exhibition information. Volunteers help with museum projects and events. Docents are now giving tours to school and tour groups. The museum has implemented scheduled Walk – in Docent tours for museum visitors on Saturdays and Mondays at 10:30a.m. which is gaining momentum every month.

Well-Off-Man continues to train docents to give tours in our current exhibitions including *Without Boundaries: Visual Conversations*; *Art & Activism: Selections from The Harjo Collection*; *Breaking Ground: IAIA 2018 BFA Exhibition* and *Rolande Souliere: Form and Content*.

#### **4.3 Advance scholarship and dialogue on indigenous arts and culture**

The work in this section empowers students to become leaders by offering leadership programs and learning opportunities and addresses all the goals of this statement.

Museum's Strategic Plan 2020 - In collaboration with MoCNA staff members, IAIA faculty (Felipe Colon), student representative and staff (Bill Sayre), team members met regularly over the past year to develop the Museum's Strategic Plan 2020. Scroll down to see the document at the end of this report.

Phillips continues to conduct oral interviews with Suzan Shown Harjo for IAIA's archives. The interviews have also been transcribed. Additionally, Phillips has begun interviewing W. Richard West, Jr., former founder of the Smithsonian's National Museum of the American Indian, and current director for the Autry Museum in LA for IAIA's archives.

MoCNA received funding from the Andy Warhol Foundation for the Visual Arts for the museum's Social Engagement Art Residency for 2017 - 2018. MoCNA is breaking new ground in the Native American art field in developing this practice and understanding its potential within Indian Country. Through this residency and our many other programs, MoCNA is acknowledged as a leader and an innovator in cutting-edge art practice. Under the Warhol grant, the first round of residents came in October 2017 were **Jerod Impichchaachaaha Tate**, Chickasaw composer, and **Rhiana Yazzie**, Navajo playwright. The second round of residents were selected and will meet in Santa Fe from March 21-30, 2018 and include: **Anita Fields** Osage Nation Ceramic artist and Filmmaker **Sky Hopinka** (Ho-Chunk Nation of Wisconsin/Pechanga Band of Luiseño Indians).

Hanley curates the Helen Hardin Media Film series. From July 3 – December 31, MoCNA featured the digital works of filmmaker **Sky Hopinka** (Ho-Chunk Nation of Wisconsin/Pechanga Band of Luiseño Indians). Starting January 8 – June 4<sup>th</sup>, the **University of Alaska Fairbanks (UAF)** films will be on view that reflect both home-grown cinematic influences in Alaskan film and works generated by UAF students and alumni. This series was curated by **Maya Salganek**, Associate Professor, Film and Performing Arts, Department of Theatre/Film at the University of Alaska Fairbanks. UAF hosts the first film production degree program in Alaska with an emphasis on creative, narrative, and documentary production. Projects co-produced at UAF have been screened at Sundance Film Festival, ImagiNative Film and Media Festival, and broadcast nationally on PBS. The program aims to promote work that reflects people, stories, places, and unique viewpoints specific to our community. Alaskan film is infused with the voices of history and cultural knowledge, and embedded in the geographic

wonder of the abundant North. Alaska Film and Performing Arts students are encouraged to make films that are self-reflective of their communities and Alaska, including the diversity of language, cultural complexities, strong traditions of Northern peoples, and the wealth of the Alaskan landscape and those that choose to live within it. The UAF Film and Performing Arts program has continued to develop partnerships which serve to bridge the needs of today's Alaskan Native students and those studying in Alaska with the future of digital storytelling. These films help to define the Alaskan cinematic language. Note: IAIA Board of Trustee **Princess Lucaj Johnson's** work is featured in this series. Films include works by **Nicholas Galanin** (Tlingit/Unangax), **Director, Princess Lucaj Johnson** (Neets'aili Gwich'in), **Writer and Director, Kavelina Torres** (Yup'ik/Iñupiaq/Athabaskan), **Writer and Director, A University of Alaska Fairbanks Student Produced Film under the direction of Maya Salganek, Associate Professor, Film and Performing Arts, University of Alaska Fairbanks, Anna Hoover** (Norwegian/Unangax), **Writer and Director, Michael Walsh** and **Andrew Okpeaha Maclean** (Iñupiaq), **Writer and Director.**

Helena Rapp, a Ph.D. student in cultural geography at the University of Mainz, Germany and a fellow of the Terra Foundation for American Art, interviewed Well-Off-Man for her dissertation on cultural brokerage through art (brokerage between Native American artists and non-Native individuals) in the first half of the 20th century.

MoCNA received funding from IAIA's Strategic Unfunded Priorities to produce a catalog for *Action/Abstraction Redefined*. Well-Off-Man is writing grants to seek additional funds for the national traveling exhibition *Action/Abstraction Redefined*, and for a scholarly exhibition catalog accompanying the show. The publication will explore Native artists' contributions to the Abstract Expressionism movement, IAIA's visionary art philosophy that led to significant changes in Native art in the 1960s and 1970s, as well as the role of female artists during that time. The catalog essays will be authored by co-curators Lara Evans, Lomahaftewa, Well-Off-Man, as well as IAIA archivist Ryan Flahive, and noted Native American art historian as guest author (TBD), President Martin will write a Foreword and Phillips will write an introduction.

MoCNA is collaborating with Crystal Bridges Museum of American Art on the traveling exhibition *Native North America* (working title). The exhibition is co-curated by Mindy Besaw (Crystal Bridges); independent curator and writer Candice Hopkins (Tlingit); and Well-Off-Man. MoCNA will lend works by Lloyd Kiva New and T.C. Cannon to this exhibition. The exhibition catalog will include an introduction by the three co-curators and essays by Heathor Ahtone, Amelia Jones, Paul Chaat Smith, Aruna d'Souza, and Richard Hill. *Native North America* will open at Crystal Bridges in October 2018. Other venues include Nasher Museum of Art at Duke University, North Carolina (late August 2019 to Jan. 2020) and MoCNA (Feb. to July 2020).

Well-Off-Man gave a presentation for the *Intercontinental: Native American and First Nations Artists on the Contemporary Art Stage* session at the College Art Association conference in Los Angeles, CA.

#### **4.4 Grow the IAIA collection**

MoCNA maintains relationships with artists and collectors. As a result, private collector Loren Lipson generously offered to donate major works by ceramic artist Courtney Leonard and photographer Cara Romero. Blackfeet artist Jeneese Hilton proposed to donate several of her paintings.

Phillips and Well-Off-Man co-curated *Art & Activism: Selections from The Harjo Family Collection* to celebrate Suzan Harjo's major donation of artworks and archival materials.

##### **Artist In Residence Acquisition Funds**

Lara Evans, Acquisition Committee member, reported the following to the collection's Acquisition Committee that the Margaret A. Cargill grant awarded \$48,000 towards acquisition of art by A-i-R artists for the next three years (2018-2020):

- \$30k can be spent each year acquiring work from the Sculpture & Foundry category artists.
- \$18k can be spent purchasing works from any of the other artists on the list.
- Funding is for 3 years - fiscal year runs January 1-December 31.

A special Acquisition Committee meeting held on January 31 reviewed the grant and discussed a strategy to move forward on acquiring work for the collection.

##### **Acquisition Meeting held on November 15, 2017**

The following was reviewed and accepted by the Acquisition Committee:

**James McGrath, 38 works of art by various artists**

1. Larry Ahvakana, Dance, metal, 1964-65, 13 7/8 x 5 1/2 x 5 in.
2. Joe Hoover, Untitled, wood, n.d., 9 3/4 x 16 x 2 3/4 in.
3. Joe Hoover, Untitled, wood and stain, 1983, 12 x 3 5/8 x 1 3/4 in.
4. Arden Hosetosavit, Untitled (fish with stand), stone, 1963, 6 1/2 x 5 1/2 x 2 1/2 in.
5. Unknown Artist, Untitled (Navajo Yei with stand), bronze, 1965, 22 3/16 x 4 1/4 x 3 in.
6. Allan Houser, Untitled (bat), wood, 1963, 2 1/8 x 5 1/8 x 2 in.
7. Allan Houser, Untitled (owl with stand), Gypsum Stone, 1963, 16 3/4 x 4 1/2 x 3 in.
8. Earl Eder, Untitled (lidded pot), clay, 1964, 10 3/4 x 12 1/4 x 8 in.
9. Dominick (Napoleon Weasel Foot) La Ducer, untitled, wood, metal, wire, leather, and ink, 1970-71, 2 3/16 x 6 3/4 x 5 1/8"
10. Melanie Kallestewa, Untitled (pottery bowl), clay, 1990, 4 3/4 x 7 7/8 x 7 7/8 in.
11. Unknown Artist, Untitled (moccasin), clay, 1965, 3 1/8 x 9 1/2 x 3 5/8 in.
12. Harold Littlebird, Untitled (turtle bowl), clay, 1969, 3 x 8 x 8 1/4 in.
13. Verna Solomon, Untitled (canteen with corn husk stopper), clay, turquoise and coral bead, 1990, 7 x 6 1/8 x 4 1/2 in.
14. Bryson Nequatewa, Untitled (sculpture), glass, 2009, 6 1/2 x 1 1/8 x 1 1/4 in
15. Bryson Nequatewa, Untitled (glass weight), glass, 2006, 2 3/4 x 3 x 3 in.
16. Bryson Nequatewa, Untitled (jar), glass, 2008, 4 3/4 x 2 3/4 x 2 1/2 in.
17. Earl Eder, Untitled, turquoise, ivory, silver, ca. 1962-65, 1 1/8 x 1 1/8 x 3/4 in.
18. Earl Eder, Untitled, cast silver, ca. 1962-1965, 1 5/8 x 1 1/4 x 3 3/16 in.
19. Earl Eder, Untitled, silver and black tiger eye, ca. 1962-63, 1 1/4 x 1 x 1 1/8 in



20. Jerry Norton, *Untitled (bolo tie)*, Northwest Dance Rattle of rib bone, leather, deer hoof, trade bead, fossil ivory in silver, ca. 1963-64, 17 x  $\frac{3}{4}$  x  $\frac{1}{2}$ " in.
21. Jerry Norton, *Untitled (bracelet)*, Northwest Dance Rattle of rib bone, leather, deer hoof, trade bead, fossil ivory in silver, ca. 1963-64, 2 x 2  $\frac{3}{4}$  x 1  $\frac{3}{8}$  in.
22. Harold Littlebird, *Untitled (clay vessel with lid)*, clay, 1969, 6  $\frac{1}{4}$  x 3  $\frac{1}{8}$  x 3  $\frac{1}{8}$  in.
23. Harold Littlebird, *Untitled (clay vessel with lid)*, clay, 1969, 6  $\frac{1}{4}$  x 3  $\frac{3}{4}$  x 3  $\frac{5}{8}$  in.
24. Harold Littlebird, *Untitled (clay vessel with lid)*, clay, 1969, 5  $\frac{1}{2}$  x 3  $\frac{1}{2}$  x 3  $\frac{1}{4}$  in.
25. Harold Littlebird, *Untitled (clay vessel)*, clay, 1969, 4  $\frac{3}{8}$  x 2  $\frac{1}{8}$  x 2  $\frac{1}{4}$  in.
26. Harold Littlebird, *Untitled (clay vessel)*, clay, 1969, 3  $\frac{5}{8}$  x 2 x 2 in.
27. Harold Littlebird, *Untitled (clay vessel)*, clay, 1969, 3  $\frac{1}{8}$  x 2  $\frac{1}{4}$  x 2 in.
28. Harold Littlebird, *Untitled (clay vessel)*, clay, 1969, 3 x 2  $\frac{1}{8}$  x 2  $\frac{1}{8}$  in.
29. Harold Littlebird, *Untitled (clay vessel)*, clay, 1969, 3  $\frac{3}{8}$  x 2  $\frac{1}{2}$  x 2  $\frac{1}{4}$  in.
30. Dolores Castillo, *Untitled (clay with blue glaze)*, 1969, 2  $\frac{3}{4}$  x 2  $\frac{3}{4}$  dia. in.
31. Mark Romancito, *Untitled (bowl)*, clay, 1969, 4  $\frac{1}{4}$  x 5  $\frac{1}{4}$  dia. in.
32. Irene Simbolo, *Untitled (Traditional Picuris Pueblo bowl)*, clay, 1970, 4  $\frac{7}{8}$  x 6 dia. in.
33. Sonwai (Verma Nequatewa), *untitled (pendant)*, gold with turquoise and blue sapphire stones, 2002, 2  $\frac{1}{2}$  x  $\frac{1}{2}$  x  $\frac{1}{4}$  in.
34. Jerry Norton, *Untitled (jingle bracelet)*, silver with inlay of fossil ivory and wood, 1963  $\frac{1}{8}$  x 3  $\frac{1}{8}$  x 3  $\frac{1}{4}$  in.
35. Terry Palmanteer, *Untitled (two figures embraced)*, 1964, 8  $\frac{3}{8}$  x 5 x 3 in.
36. Otellie Loloma, *Untitled (red-brown with pattern pot)*, 1965, 3  $\frac{1}{2}$  x 4 dia. in.
37. Bryson Nequatewa, *Untitled (yellow/orange orb)*, 2017, 4  $\frac{1}{4}$  x 3  $\frac{1}{8}$  x 3  $\frac{1}{8}$  in.
38. Robert Tenorio, *Untitled (red/black band ring)*, clay, 1964,  $\frac{3}{4}$  x 3 dia. in.

**Gift of the IAIA Artist-In-Residence Martha Marlene Neilsen (pending paperwork)**

1. Martha Marlene Neilsen, *Untitled (fish skin basket)*, trout fish skin, 7  $\frac{1}{2}$  x 6 x 6 in.

**Gift of Melanie Yazzie, Indigenous Mapping Collecting Truth, Portfolio of 10 prints by various artists (pending paperwork)**

1. Maile Andrade, *Iniki*, ed. 18/20, monotype on paper, 2017, 8 x 20 in.
2. Corwin Clairmon, *North Crow Canyon*, ed. 18/20, collagraph, relief, chine collé, bronzing powder on paper with seven laminated photographs, 2017, 8 x 20 in.
3. Joe Feddersen, *Kliluk/Spotted Lake*, ed. 18/20, laser jet print, relief, die-cut collage on paper, 2017, 8 x 20 in.
4. Anna Hoover, *Mapping By Qayaq*, ed. 18/20, monotype on paper, 2017, 8 x 20 in.
5. Linley Logan, *Haudenosaunee (People of the Longhouse)*, monotype on paper, 2017, 8 x 20 in.
6. Alexander McCarty, *Remember Where You Come From*, ed. 18/20, monotype, stencils, water-based inks on paper, 2017, 8 x 20 in.
7. Faith McManus, *Hekenukumai Busby and the Polynesia Triangle*, ed. 18/20, woodcut on Harakeke paper, 2017, 8 x 20 in.
8. Sue Pearson, *Feed The Baby*, ed. 18/20, intaglio/relief on paper, 2017, 8 x 20 in.
9. Jaune Quick-to-See-Smith, *The Longest Journey is from the Head to the Heart*, ed. 18/20, waterless lithograph with acrylic ink on paper, 2017, 8 x 20 in.
10. Neal Ambrose Smith, *Coyote Brought Light*, ed. 18/20, acrylic lithograph on paper, 2017, 8 x 20 in.

**Gift of Dave Warren (pending paperwork)**

1. Doug Coffin, *untitled drawing*, color pencil on paper, n.d., 23  $\frac{1}{2}$  x 35  $\frac{1}{8}$  in.

2. Wood Easel

**Gift of the artist Tahnee Ahtoneharjo-Growingthunder**

1. Tahnee Ahtoneharjo-Growingthunder, untitled girls dress, wool, applique dress with satin, cotton (youth size 3T), 2014, 31 x 21 x 14 in.

**Gift of Anonymous Donor**

1. Mario Martinez, *Brooklyn Yaquiscape*, acrylic on canvas, 2001, 72 x 72 in.

**Gift of Mary Ann and Joe Lambertsen, print portfolio of 10 prints by various artists**

1. Joe Feddersen, *Plateau Geometric*, ed. 12/35, five-color lithograph on white BFK Rives 300g paper, 2001, 26 x 20 in.
2. Edgar Heap of Birds, *For Arizona Denials*, ed. 12/35, nineteen-color lithograph on white BFK Rives 300g paper, 2001, 20 x 26 in.
3. G. Peter Jemison, *Snowball Shadows*, ed. 12/35, six-color lithograph on white BFK Rives 300g paper, 2001, 20 x 26 in.
4. Truman Lowe, untitled, ed. 12/35 (Promotional card title-Sun Form), four-color woodcut on white BFK Rives 300g paper, 2001, 26 x 20 in.
5. Mario Martinez, *Scottsdale Yaquis: Generations*, ed. 12/35, lithograph on white BFK Rives 300g paper, 2011, 26 x 20 in.
6. Jaune Quick-to-See Smith, *Ghost Dance Dress*, ed. 12/35, seven-color lithograph on white BFK Rives 300g paper, 2001, 26 x 20 in.
7. Duane Slick, *Coyote's Blue Laughter*, ed. 12/35, six-color lithograph on white BFK Rives 300g paper, 2001, 26 x 20 in.
8. Kay WalkingStick, *Night Magic*, ed. 12/35 (Promotional card title-Magical Night), four-color lithograph and hand-painting with Golden Panspectra on white BFK Rives 300g paper, 2001, 20 x 26 in.
9. Emmi Whitehorse, Untitled, ed. 12/35, five-color lithograph printed both sides on Japanese Kozo paper, 2001, 26 x 20 in.
10. Melanie Yazzie, *Thelma and Me*, ed. 12/35, five-color lithograph with chine collé on white BFK Rives 300g paper, 2001, 20 x 26 in.

Additional:

Portfolio cover, *Plateau Geometric*, ed. 12/35, Lithograph, 2001, 26 x 20 in.

Portfolio informational text, *Lasting Impressions*, ed. 12/35, Lithograph, 2001, 26 x 20 in.

**Acquisition Meeting held on December 13, 2017**

The following was reviewed and accepted by the Acquisition Committee:

**Gift of the Artist Danny McCoy**

1. Danny McCoy, *Earth*, acrylic on wood, 2017, 48 x 48 in.
2. Danny McCoy, *Indigenous Concert Poster*, acrylic on paper, 2000, 40 x 26 in.
3. Danny McCoy, *Utopia*, triptych, acrylic and oil on canvas, 2017-2018, 18 x 60 in.

**Loans to Museums**

The following works are on loan to the Museum of Indian Arts and Culture, Santa Fe, NM for the exhibition *Stepping Out: 10,000 Year of Walking the West* from Jun. 2017 – Dec. 2018:

1. Jerry Ingram, Blackfoot Man's traditional outfit (shirt, leggings, moccasins, headdress, belt, breechcloth, pipebag, tobacco pouch with tamper), mixed media tanned buckskin, dyed quillwork, horsehair, beads, earth pigments, imitating eagle feathers, brass studs, wool, ermine, felt, leather, 1992, various sizes, value: \$11,500, MoCNA Collection catalog numbers CHO-90, CHO-91.1, CHO-91.2, CHO-92, CHO-93, CHO-94.1, CHO-94.2 CHO-96, CHO-97
2. Edward Wapp, *Make Me Dance Ivories* (Comanche style men's moccasins), mixed media, buckskin, brass cones, beads, 2003, 3 x 10 ½ x 25 in., value: \$1,000, MoCNA Collection catalog no. SF-34.1, SF-34.2

**The following eight works have been shipped for loan to the Peabody Essex Museum (PEM), Salem, MA for the traveling exhibition *T.C. Cannon: At the Edge of America*, Jan. 2018 – Dec. 2019:**

1. Tommy Wayne T.C. Cannon, *Indian Man*, oil on canvas, ca. 1967, 42 3/8 x 42 3/8 in., value: \$150,000, MoCNA Collection catalog no. CD-6
2. Tommy Wayne T.C. Cannon, *Tale of a Bigfoot Incident in American Vernacular*, oil, mixed media on canvas, 1966, 72 x 60 in., value: \$75,000, MoCNA Collection catalog no CD-7
3. Tommy Wayne T.C. Cannon, *D-Day Blues*, oil, collage, mixed media on canvas, 1966, 36 x 36 in., value: \$60,000, MoCNA Collection catalog no. CD-9
4. Tommy Wayne T.C. Cannon, *Mama and Papa Have the Going Home to Shiprock Blues*, oil, acrylic on canvas, 1966, 84 x 60 in., value: \$275,000, MoCNA Collection catalog no. CD-10
5. Tommy Wayne T.C. Cannon, *It's Alright Ma, I'm Only Signing*, oil on canvas, 1966, 46 x 56 in., value: \$90,000, MoCNA Collection catalog no. CD-13
6. Tommy Wayne T.C. Cannon, *New Mexico Genre*, oil, mixed media, collage, paper on canvas, 42 x 48 in., value: \$65,000, MoCNA Collection catalog no. CD-17
7. Tommy Wayne T.C. Cannon, *Revelation of Standing Sun*, oil on canvas, 1966, 50 x 68 ½ in., value: \$45,000, MoCNA Collection catalog no. CD-18
8. Tommy Wayne T.C. Cannon, *Untitled*, mixed media, ink wash, white chalk on paper, 1965, 29 ¾ x 65 in., value: \$25,000, MoCNA Collection catalog no. CD-34

**The following installation work is on loan for exhibition to the University of New Mexico Maxwell Museum, Albuquerque, NM from Jan. 2018 – Jun. 2018:**

1. Charlene Maxx Stevens, *The Last Supper*, mixed media installation piece consisting of 235 pieces of plastic, tables, cotton, framed digital prints, glitter and sand, 2012, 600 square feet, value: \$8,000, MoCNA Collection catalog no. SE-94 (1-235)

**A loan request was received from the Minneapolis Institute of Art to borrow the following work for the traveling exhibition *Hearts of Our People: Native American Women Artists* from Mar. 2019 – Dec. 2020 (pending):**

1. America Meredith, *Bambi Makes Some Extra Bucks Modeling at the Studio*, acrylic on board, 2002, 26 ½ x 32 ½ in., value: \$1,500 (tbd), MoCNA Collection catalog no. CHE-111

## Projects

Strategic Priority Request was approved to purchase an additional shelving unit measuring 11.9' high x 33' long x 48" deep for three dimensional objects. This span of shelving will consist of eight sections with five shelves per unit including locking glass doors for half of the units. Shelves have been ordered to be delivered by March. Additional funds were approved to hire 4-5 student workers to assist with the registration, art handling and relocation of some existing shelving. Timeframe for project is February through May 2018.

#### 4.5 Engage with indigenous communities world-wide

Phillips attended the national museum director's meeting at the Eiteljorg Museum in Indianapolis, Indiana, November 9 to 12, 2017. In conjunction with this meeting the Eiteljorg held their 20<sup>th</sup> anniversary fellowship gathering. Over 25 contemporary Native artists who have participated as fellows attended. The weekend included discussions about the status of contemporary Native arts.

Phillips agreed to serve on the National Planning Council for ATALM's 2018 International Conference of Indigenous Archives, Libraries, and Museums. This year the conference will take place outside Minneapolis, MN at the Shakopee Mdewakanton Sioux Community-owned Mystic Lake Casino and Hotel on October 8-11, 2018.

Phillips had dinner with Vasken KhaBayan, Consulat général du Canada and Henry Wells, Senior Political and Economic Relations Officer, Consulat général du Canada. At their invitation and expense, they invited Phillips and curators of Native collections to travel to Canada to meet with museums that represent Native arts. Phillips and Well-Off-Man submitted a proposal for U.S. curators Heather Ahtone (Fred Jones Jr. Museum), Mindy Besaw (Crystal Bridges Museum of American Art), Manuela Well-Off-Man (MoCNA) and Phillips to visit the National Gallery of Canada, Art Gallery of Ontario, Remai Modern and other museums to view their First Nation related exhibitions and permanent collections. Among the goals for these visits are the exploration of potential opportunities for future exhibitions and programs, and the development of relationships with Canadian museum peers.

MoCNA presented a performance by Canadian artist Charlene Vickers (Anishinabe) in December. Australia-based artist Rolande Souliere (Michipicoten First Nation) created a new mural for the first floor Hallway Gallery.

The following three exhibitions curated by MoCNA are traveling:

Hanley curated and has managed the traveling aspect of *Akunnittinni: A Kinngait Family Portrait* which was originally on view at the museum in 2016. This exhibition chronicles a visual dialogue between three generations of Inuit women, a grandmother, mother, and daughter - **Pitseolak Ashoona** (1904-1983), **Napachie Pootoogook** (1938-2002), and **Annie Pootoogook** (1969-2016). After closing at MoCNA, *Akunnittinni* was on exhibition at the **Smithsonian's National Museum of the American Indian** in New York from June 10, 2017 - January 7, 2018, where it received an excellent review from the *New York Times*, *Smithsonian Magazine*, *NMAI Magazine*, and *Hyperallergic*. *Akunnittinni* will next be on display at the **Scottsdale Museum of Contemporary Arts**, Scottsdale, AZ from February 3 - May 20, 2018. The opening reception was on Friday, February 16, 7:00pm to 9:00pm.

Hanley curated and has managed the traveling aspect of *Desert ArtLAB: Ecologies of Resistance* which was on view at MoCNA in 2017 and will open next at the **Maxwell Museum of Anthropology at the University of New Mexico**, Albuquerque, New Mexico, from February 20 through May 19, 2018. Desert ArtLAB is an interdisciplinary art collaborative, established by museum curator/educator **April Bojorquez**

(Chicana/Rarámuri) and artist/educator **Matthew Garcia** (Chicano). The installation reconceptualizes desert/dryland ecologies not as post-apocalyptic growth of wasteland, but as an ecological opportunity. The exhibition illustrates the artistic process of the collaborative's site-specific ecological installation in the high desert of Southern Colorado, through artifacts, archival materials, and botanical samples. The opening reception will be held at the Maxwell Museum of Anthropology on March 2, 6-7:30p.m.

*Last Supper* by C. Maxx Stevens, a conceptual installation that illustrates the effects of unhealthy food on Native Peoples, will be on view at the Maxwell Museum of Anthropology at the University of New Mexico, Albuquerque, New Mexico, from February 20 through May 19, 2018. Stevens builds a visual narrative based on private and public memories and experiences to deal with the devastating effect of diabetes throughout native nations. *Last Supper* creates a larger social awareness of the epidemic and its dilemma in all the United States. The mixed media installation includes her family archives and testimony about the disease and its impact on traditional values, the evolution of drastic diets as well as the economy. On view at MoCNA in 2011, the museum purchased this installation from Stevens with the intention to travel it. The opening reception will be held at the Maxwell Museum of Anthropology on March 2, 6-7:30p.m.

#### **4.6 Strengthen the connection between the College, its Museum, and the larger Santa Fe community**

Phillips has been a member of the New Mexico International Women's Forum for five years. Membership is by invitation and there are only 100 members in New Mexico. In January, Local community leader Carol Lopez invited Phillips to participate on the Membership Committee for this organization.

Phillips and Hanley attended Culture Track 2017, organized by the Georgia O'Keeffe Museum and hosted at Site Santa Fe. Culture Track is a cultural innovation engine, dedicated to addressing the most pressing challenges facing the worlds of culture and creativity through research, education, dialogue, and action. They believe that studying and tracking the shifting patterns of audience behavior is critical to shaping the future of culture.

The museum is collaborating with the Georgia O'Keeffe to develop a "Family Pass" day for local audiences. The idea is similar to checking out books at libraries. Families will check out a Family Pass to visit the O'Keeffe and the IAIA Museum at no charge. This initiative was developed by the State Museum and has proven successful. The State Museums do not allow outside collaborators, therefore, O'Keeffe and MoCNA are developing our own collaborative program. We may expand it if it proves successful.

Phillips participates in the Ralph T. Coe Foundation's local museum committee to support high school students to learn more about curatorial work. MoCNA hosted the Coe Foundation's Young Curators Program to develop ideas on how to make the young curator's upcoming exhibition more engaging. Presentations were made by Phillips,

Well-Off-Man and Lara Evans. Approximately 10 high school attended the presentations and toured the museum exhibitions.

Phillips spoke about the Suzan Harjo exhibition, *Art & Activism: Selections from The Family Harjo Collection* on Eric Davis' KFSR radio program.

Phillips attended Creative Santa Fe's Mayoral Vote meeting on February 15, 2018 held at the NM History Museum.

Phillips (and Eric Davis) contribute to a state-wide marketing effort led by Shelley Thompson, NM Cultural Affairs. This group effort is providing more outreach in the city and the state. The museum has seen an increase of attendance/visitors since joining this marketing group. MoCNA submitted images from our planned exhibitions for the 2018 summer marketing efforts.

MoCNA curators regularly give tours to area schools, including the New Mexico School for the Arts, as well as special guests.

MoCNA maintains relationships with the local and national media to share information on the museum's exhibitions and programs: *First American Art Magazine* selected the *Connective Tissue* exhibition as one of last year's top ten national Native events. The exhibition was also featured in the international online art magazine *artdaily*. *Santa Fe Reporter* included MoCNA in the top 25 places to love in Santa Fe. Australia-based Canadian artist Rolande Souliere was interviewed by Eric Davis for his KFSR radio program.

## **Strategic Theme 5: Expand Capacity as a 1994 Land Grant Institution**

### **5.3 Provide programming to Native youth**

Hanley supported and worked with The City of Santa Fe Arts Commission, who has a special offer for all students this summer. The Summer Youth Culture Passport is a booklet that features free admission to museums, free tickets for performances and other free happenings for kids all over Santa Fe May 30-August 30. Booklets can be stamped at the Museum store. Participants bring their passport to various cultural events and collect stickers for each venue. When a participant receives 5 stickers they can claim a prize at the City of Santa Fe Community Gallery.



## Strategic Plan 2020

**Vision:** To be the premier leading museum for interpreting, exhibiting and collecting the most progressive work of contemporary Native art for local, national and international audiences.

**Mission:** *To advance contemporary Native art through exhibitions, collections, public programs and scholarship.*

### Mission Objectives

- I. Promote contemporary Native art.
- II. Engage audiences locally and globally.
- III. Advance contemporary Native arts scholarship.
- IV. Build premier collection of contemporary Native art.

### Core Values

- **Collaboration:** Join together for the IAIA Museum of Contemporary Native Arts success
- **Excellence:** Uphold high standards of professionalism
- **Creativity:** Encourage fearless expression in art and life
- **Respect:** Foster an understanding of cultures, perspectives and identities
- **Integrity:** Demand honesty, accountability and responsibility to oneself and the world at large
- **Sustainability:** Being effective stewards of MoCNA's financial, human, physical, and natural resources in ways that minimize impact on the environment and ensure the future viability of IAIA
- **Relevance:** Encourage critical practice to actively engage with and better serve the community we exist in.

## **Mission Objectives and Museum Priorities**

### **I. Promote contemporary Native art**

IAIA Plan 2020 – I. Improve Student Success; II. Strengthen Academic Programs; III. Build College Community; IV. Advance contemporary Native arts and cultures

- A. Explore outside funding opportunities to enhance/expand exhibitions and programs to advance the dialogue
- B. Create media strategies to enhance MoCNA's exhibitions, programming and visibility
- C. Create strategies to maintain, support and protect collections, exhibitions and public facilities
- D. Produce MoCNA image brochure (more general information on museum including images of the building, collections, galleries, sculpture gardens, etc.)
- E. Develop three-year exhibition and program calendar for Museum
- F. Travel exhibitions to educate, partner and outreach
- G. Promote, support and expand work study, internship and artists in residence programs
- H. Grow the Volunteer and Docent Program

### **II. Engage audiences locally and globally**

IAIA Plan 2020 – III. Build College Community; IV. Advance contemporary Native arts and cultures

- A. Develop partnerships with local, national and international organizations/ museums
- B. Attract new audiences with support of new technologies and social media to increase exposure
- C. Develop methods to collect visitor feedback
- D. Stay current with major art markets, festivals, symposium and events related to contemporary Native art
- E. Increase membership
- F. Strengthen alumni relations
- G. Strengthen the connection between the College, Museum and the larger Santa Fe community

### **III. Advance contemporary Native arts scholarship**

IAIA Plan 2020 – III. Build College Community; IV. Advance contemporary Native arts and cultures

- A. Develop a strategic plan for a Contemporary Native Arts Research Center
- B. Enhance exhibitions and programs through art and publications in museum store
- C. Contribute to scholarship and promotion of contemporary Native American arts through publications of articles, catalogs, books, and presentations
- D. Provide research, scholarship, and art intervention content online for a strong Web presence providing on-line resources to outside audiences
- E. Develop strategy to improve faculty, staff and student participation
- F. Support professional development for staff

### **IV. Build and Maintain Premier Collection of Contemporary Native Art**

IAIA Plan 2020 –IV. Advance contemporary Native arts and cultures



- A. Establish a Collection Development Plan: Identify strengths and weaknesses, as well as key artists and themes of the collections, and establish acquisition priorities and recommendations
- B. Strategically grow and strengthen the collection to reflect MoCNA's mission and vision
- C. Qualify for American Alliance of Museums Accreditation
- D. Digitize collection to widen access

To: Dr. Robert Martin  
From: Lawrence T. Mirabal, CFO  
Date: 1.30.18  
Subj: Quarterly Board Report for Finance, HR, IT, Facilities, Bookstore and Museum Store

### **Mission Objective 1: Improve Student Success**

Inst. Priority “C” - Increase scholarship funds

**Project:** Implement an endowment management system that is capable of unitizing funds.

In collaboration with the Advancement office, will identify, procure, and implement software that tracks endowment investments and is capable of unitizing funds on an individual level. This will provide for more accurate apportioning of individual gifts over time and will allow the Advancement office to produce improved reporting on the endowment to external stakeholders.

**Update** – A suitable vendor was identified (“Fundriver”) and an exploratory session was scheduled, with both Finance and Advancement staff. Fundriver offered a turn-key, web-based solution for endowment tracking and unitization. After a satisfactory experience with the exploratory session, the decision was made to go forward with Fundriver. Payment details were worked out between departments and an implementation schedule was set. The implementation was successful and IAIA recently went live with Fundriver. Thus far, the system has performed well and to specification. The college now can track the endowment at the individual fund level and to unitize those funds.

**This project is 100% complete.**

Inst. Priority “A” - Increase involvement of all IAIA stakeholders in student success

**Project:** Develop an online help knowledge database that can be used college-wide.

Academic Technology will develop and launch an online database that can share critical information with students, faculty, and staff. The database will include information on the college’s learning management systems, the Empower system, online conferencing, and other systems.

**Update** – The project is on schedule, with all key pieces in place. This includes the deployment and promotion of two online resource maps for faculty and students, as well three online knowledge databases for faculty, students, and staff. The resource maps provide highly visual access to key resources on campus, while the knowledge bases contain concise visual articles for utilizing IAIA’s learning management system

(Canvas). In the coming months, Academic Technology will investigate the creation of additional resource maps that are department specific. Additionally, refinement of existing databases will be ongoing.

This project is 90% complete.

#### Inst. Priority “B” – Increase enrollment

**Project:** Develop a new course for online faculty.

Academic Technology will create and deliver a new course, specifically designed to assist online faculty with developing and teaching classes in an online environment. The focus of this course is primarily on the mechanical details of creating online course materials, assignments, and discussions. This course makes use of our ScreenSteps knowledge database to provide step-by-step instruction and reference materials.

**Update** – This project is underway. Key features have been prototyped and in the coming months, there will be development of additional course content, assignments, and documentation. Academic Technology has set up the infrastructure and will be initiating the use of a modern online forum where online faculty can pose questions and receive answers from Academic Technology staff and peers.

This project is 50% complete.

### **Mission Objective 3: Build college community**

#### Inst. Priority “D” – Bring students, faculty, and staff together in campus-centric activities

**Project:** Convert the vacated fitness center into a student union/student study space.

The project will be led by the CFO and the Facilities Director. A committee of campus stakeholders will be assembled to assess needs and wants for the new space. Based on input from these campus representatives, a renovation plan will be developed, to re-design and renovate the space. A budget will be developed, and work should commence in phases, beginning with spring break and finishing over the summer.

**Update** – The CFO and the Facilities director have met with Student Life staff and several occasions and walked the facility together. Ideas for paint, furnishings, general layout, and equipment replacement were discussed. While some of the initial work may be accomplished during the spring semester, it is anticipated that most of the project will be completed over the summer break.

This project is 15% complete.

Inst. Priority “H” – Build college community

**Project:** Implement a deferred maintenance and equipment replacement schedule.

The IT department will develop an inventory of all computing equipment currently in use. This inventory will then be cross checked against dates that the equipment was placed into service. Base on this assessment, IT will then distribute equipment information to campus departments, for replacement planning.

**Update** – The IT dept. has updated its inventory database. In the coming months, IT staff will begin auditing and verifying the electronic inventory with physical inventory. This will involve a high degree of interaction with all departments, college-wide.

This project is 15% complete

Inst. Priority “I” – Grow and maximize resources for college programs

**Project:** The Finance office will perform an audit of all forms required for submission

To promote greater efficiency for college business operations, the Finance office will assess all forms that it currently requires for tasks, ranging from contract execution to requesting checks. Finance staff will identify ways that required paperwork can be reduced and redundancies can be eliminated. The result will be fewer forms that are simpler to use, along with a reduction in the number of steps required to conduct business at the college.

**Update** – Due to end of calendar year tasks, as well as the preparation for the yearly audit, this project has not begun. In the coming months, Finance staff will begin the assessment.

This project is 0% complete.

Inst. Priority “I” – Grow and maximize resources for college programs

**Project:** A comprehensive renovation project will be initiated and branded, to refurbish the studio spaces and faculty offices, within the academic building.

The CFO will assemble a committee comprised of faculty, students, academic leadership, and facilities staff to assess studios and office space, in the academic building. Based on this assessment, a budget will be formulated, and a timetable will be established, for work to be completed. The focus of the project will be on renewing academic spaces and replacing essential equipment that is at the end of its service life.

Suppliers and contractors will be selected, and work will commence during spring break, with the most intrusive work to be completed over the summer break.

**Update** – The CFO assembled a committee with representation from academics, students, and staff. Over the course of several weeks, committee members toured and assessed each studio space in the academic building, as well as the faculty offices, and the foundry building. A worksheet was compiled of projects to be completed and that list was evaluated for cost and contractor needs. The project worksheet resulted in over 80 projects, with an estimated cost of \$325,000. Work is set to begin on the least disruptive projects, over the spring break holiday. Major projects will be completed over the summer break. Both the CFO and the Facilities director are committed to completing this large initiative on time and within the \$325,000 budget.

This project is 25% complete.

#### **Mission Objective 4: Advance Contemporary Native Arts and Culture**

**Inst. Priority “F”** - Strengthen the connection between the college, its museum, and the larger Santa Fe community

**Project:** Develop a searchable database at the Museum store for all books available for sale

The Museum store will develop a searchable database of all books currently in inventory. This database will make searching for individual titles much easier for patrons and store staff. All inventory will need to be organized, sorted, and logged, prior to establishing the database. This will ensure that the items and counts included in the database are accurate and reliable.

**Update** – The Museum store is in the introductory stages of the project. The current focus is on deep cleaning, organizing, and condensing of stock to have an orderly, efficient, and accurate system in place for upload into the database. In the coming months, the database will be populated with book titles and tested for accuracy.

This project is 15% complete.

#### **Departmental Reports:**

##### **Finance/Office of the CFO:**

- The Finance team closed out its work with the external auditors. The audit effort was led by the Controller, Aimee Balthazar, who did a commendable job in ensuring a smooth process with excellent results.

- The CFO and HR director met with the college's insurance broker on Jan 24<sup>th</sup> to review results from the 2017 plan year, for IAIA's health insurance program. The review showed that IAIA came in \$26,000 under its maximum claims exposure, under the self-insured program that the college is operating. This is a huge savings for the program and is ensuring that the benefit continues to be sustainable.

## **HR:**

**Turnover Trend Overview: 2010 – 2017:** Highlighted below is an overview of IAIA's turnover rate trend for the past 7 years.

Calendar Year	Average Annual Employee Population	Number of Separated Employees	Overall Annual Percentage
2010	108	25	23.08%
2011	107	30	28%
2012	104	24	24.96%
2013	103	19	18.45%
2014	106	11	10.38%
2015	106	20	18.86%
2016	105	13	12.05%
2017	108	13	12.03%

## **Recapping 2017...**

- 3 employees (Linda Lomahaftewa, Jenni James, Greer McSpadden) left IAIA due to retirement. Remove the retirees and the turnover number drops to 9.25%.
- Several employees left due to circumstances with family and relocation: Cathy Jann, Manuel Caballero, Jessica Mlotkowski, James Mason.
- Overall, recent turnover numbers are low.

### **Facilities:**

- The Conference Services department landed the Santa Fe Institute group, for the summer '18 conference season. This group was previously holding their conference at St. John's College. They are the single most lucrative conference group that IAIA has ever landed, at over \$100k.
- There is currently one open position in the Facilities department. It is a fulltime custodial position and will be filled by the end of February. This position will be primarily for the new building.
- The new Performing Arts Fitness Center is open and being utilized.
- The Facilities department is working with Student Life on the transition of the old fitness center to a new student union space.
- IAIA is now a member of the state of New Mexico surplus program. This program allows IAIA to purchase surplus items from the state and federal surplus. Facilities director, Peter Romero, brought forth this idea. It should save the college a significant amount of money.

### **IT and Academic Technology:**

- The department is currently in process of installing extended UPS (uninterruptable power supply) battery run time for core infrastructure in server room.
- IT installed 2 new hosts for virtual VMware server infrastructure during the last quarter.
- 2 student workers were hired for the Spring semester, Sean Lesansee and Lanson Lopez.
- Discussions are taking place with IAIA's Internet Service Provider to upgrade the college's internet access from 200mb to 500mb at a cost savings.
- Working with SonicWALL to upgrade our network firewall

### **Museum Store:**

#### **Sales Report**

<b>Category</b>	<b>Quarter 1 FY 17</b>	<b>Quarter 1 FY 18</b>	<b>Variance</b>
Admission Sales (\$)	\$32,225	\$37,258	+5,033
Merchandise Sales (\$)	\$83,151	\$97,404	+14,253
Merchandise Profits (\$)	\$43,980	\$49,949	+5,969

- Holiday Season 2017 was full of activity. During the months of November and December, the store hosted a total of 8 artist pop-up shops (please see list below). Having the artists present in the store to discuss their work and interact with guests completely changes the store environment, making shopping a more authentic and meaningful experience.

2017 Holiday Pop-up Shop Artists:

Wayne Nez Gaussoin (Dine)  
Ricardo Cate (Santo Domingo Pueblo)  
Melanie Yazzie (Dine)  
Rebecca Kunz (Cherokee)  
Charlene Reano (San Felipe Pueblo)  
Moiria Garcia (IAIA Staff)  
Leah Mata-Fragua (Northern Chumash, IAIA Staff)  
Sheridan MacKnight (Hunkpapa Lakota)

- As is to be expected, business has slowed dramatically since in January. However, staff is using the slow season wisely, by tackling the major project of cleaning, organizing, and condensing stock, to prepare for the year ahead.
- *New relationships and products:*

*Carolyn Lomabalaquihoya (Hopi) - Handmade Woven Yucca Rattles*  
*Kyle Perkins (Blackfoot Ojibwe) – Music*  
*Snowflake Flower (Cochiti Pueblo) – Small Ceramic Storytellers*

- Upcoming Events:  
The Museum store is collaborating with the Campus Bookstore to host a Valentine's Day community art event. The event will feature a collaborative art project, individual valentine-making activities, a live musician, and refreshments. This community event will take place the first 2 Saturdays in February.

Feb. 3 – Campus Bookstore location from 1pm to 4 pm

Feb. 10 – Museum Store Location from 1pm to 5pm (corresponding with the Creative Writing event at the museum)

The store is collaborating with Museum Programming to sponsor the March MoCNA Reader, dedicated to children, for the 2<sup>nd</sup> year. Native children's book author Emmett "Shkeme" Garcia (Santa Ana Pueblo & Jemez Pueblo) will be reading from his book *Sister Rabbit's Tricks*. This event will also include a sing-a-long, book-signing, and refreshments.

March 10 – The MoCNA Reader Children's Day at the Museum Store from 11am to 12 noon.

**Campus Bookstore:**

Sales Report

<b>FY 18 Q1 Total Sales: \$21,374.00</b>	Profit: \$5,869.00 Profit Margin: 27.5%
FY 17 Q1 Total Sales: \$12,158.00	Profit: \$3,875.00 Profit Margin: 31.9%
FY 16 Q1 Total Sales: \$12,968.00	Profit: \$3,856.00 Profit Margin: 29.7%

All numbers were taken from the Counterpoint Flash Sales Report for the dates October 1<sup>st</sup> through December 31<sup>st</sup> in each respective year.



- The Campus Bookstore has continued to gain sales momentum in Q1 of FY 18. **Sales have increased 75.8% when compared to Q1 in FY17.**
  1. The Campus Bookstore attributes the bulk of this growth to the expansion of relevant inventory on the shelves of the store - be it snacks, art supplies, or IAIA apparel.
  2. An increase in the student body should also be credited for a portion of this expansion, but overall sales numbers outpace this growth in population.
- Students are buying more of what they buy at the Campus Bookstore.
  - FY18 Q1 Food/Beverage sales have increased 48.8% when compared to FY17 Q1 Food/Beverage sales.
  - Sales of Art Supplies in FY18 Q1 have increased 58% compared to FY17 Q1.
- In celebration of our new fitness center the Campus Bookstore has stocked IAIA Logo athletic apparel for both woman and men.
- The Campus Bookstore has produced inventory to be found exclusively on our new online store. The Online store launch is imminent. The store is especially grateful to Jason Ordaz for all his diligent efforts in getting the technical side of this project together.
- Spring Textbook Distribution has gone smoothly.
- The Campus Bookstore now has a seasoned team of student workers who further the capacities of what the Campus Bookstore can achieve through the thoughtfulness and energy they bring to the space.

**Quarterly Report to the Board of Trustees  
Institute of American Indian Arts  
February 2018**

**Presented by Lawrence Mirabal, CFO  
Aimee Balthazar, Controller**

**FINANCIAL STATEMENTS  
As of December 31<sup>st</sup>, 2017**

**BUDGET TO ACTUAL - SUMMARIZED**  
**IAIA & AUXILIARY**  
**For the Three Month Period Ending December 31, 2017**

	<b>TOTAL BUDGET</b>	<b>TOTAL ACTUAL EXPENDITURES</b>	<b>TOTAL BUDGET REMAINING</b>	<b>% REMAINING</b>
<b>EXPENDITURES BY CATEGORY</b>				
COST OF SALES	\$ 176,879	\$ 63,202	\$ 113,677	64%
SALARIES & FRINGE BENEFITS	8,191,871	1,891,380	6,300,491	77%
OPERATING EXPENSES	1,073,679	149,347	924,332	86%
FOOD & CATERING	773,659	(4,608)	778,267	101%
PROFESSIONAL SERVICES	777,610	130,415	647,195	83%
SCHOLARSHIPS & FELLOWSHIPS	13,000	0	13,000	100%
M&R, UTILITIES & OTHER	1,404,074	214,556	1,189,517	85%
TRAVEL	298,254	45,314	252,940	85%
TRAINING	63,848	12,770	51,078	80%
VEHICLES	52,250	5,212	47,038	90%
NON-BUDGETED AUX. REVENUES	0	(105)	105	
<b>TOTAL EXPENDITURES</b>	<b>\$ 12,825,124</b>	<b>\$ 2,507,483</b>	<b>\$ 10,317,641</b>	<b>80%</b>

**EXPENDITURES BY DEPARTMENTS**

BOARD OF TRUSTEES	\$ 82,886	\$ 8,577	\$ 74,309	90%
OFFICE OF THE PRESIDENT	852,048	184,279	667,769	78%
INSTITUTIONAL RESEARCH	294,837	60,133	234,704	80%
INSTITUTIONAL ADVANCEMENT	382,441	74,496	307,945	81%
FINANCIAL SERVICES	709,719	149,494	560,225	79%
INFORMATION TECHNOLOGY	706,596	133,569	573,027	81%
CENTER FOR STUDENT LIFE	464,787	94,536	370,251	80%
ADMISSIONS & RECRUITMENT	340,264	64,149	276,115	81%
FACILITIES MANAGEMENT	1,475,678	232,621	1,243,057	84%
MUSEUM	998,288	213,451	784,837	79%
ACADEMIC DIVISION	2,943,276	701,987	2,241,289	76%
STUDENT SUCCESS CENTER	752,826	153,180	599,646	80%
LIBRARY	419,830	96,459	323,371	77%
MFA CREATIVE WRITING PROGRAM	619,579	114,536	505,043	82%
MUSEUM SHOP	289,103	92,295	196,808	68%
CAMPUS BOOKSTORE	169,794	29,839	139,955	82%
STUDENT HOUSING	1,047,654	79,410	968,244	92%
CONFERENCE SERVICES	106,318	18,538	87,780	83%
STRATEGIC PRIORITIES PROJECTS	169,200	6,039	163,161	96%
NON-BUDGETED AUX. INITIATIVES (Net)	0	(105)	105	
<b>TOTAL EXPENDITURES BY DEPARTMENTS</b>	<b>\$ 12,825,124</b>	<b>\$ 2,507,483</b>	<b>\$ 10,317,641</b>	<b>80%</b>

**EXPENSES NOT ALLOCATED TO DEPARTMENTS**

Unemployment Insurance	\$ 30,000
President's Governmental Relations Fund	75,000
Interest on Debt - Residence Ctr NMFA Loan	261,790
Residence Center NMFA Loan	212,835
Reserve Addition	509,809
Set Aside for Strategic Priorities Projects	30,800
	<b>\$ 13,945,358</b>

**STATEMENT OF REVENUES - COMPARATIVE**  
**IAIA & AUXILIARY**  
**First Quarter Comparison - FY18 & FY17**

	FY18			FY17 Actual 3 Months Ending 12/31/2016	Variance Between FY 18 & FY17 YTD Actual Positive/(Negative)
	Projected Annual Revenues	Actual 3 Months To 12/31/2017	% of Projected Achieved YTD		
<b>REVENUES</b>					
Federal Appropriation	\$ 9,835,000	\$ 7,377,000	75.0%	\$ 7,518,056	\$ (141,056)
<i>Forward funding received prior year</i>		<i>7,377,000</i>		<i>2,000,000</i>	
Tuition & fees	\$ 1,227,194	\$ 596,297	48.6%	\$ 487,392	\$ 108,905
Distance Learning/Academic Tech.	128,285	57,898	45.1%	64,728	(6,830)
MFA Creative Writing Program	605,233	(3,000)	-0.5%	(5,370)	2,370
Student Fitness Center	14,500	216	1.5%	450	(234)
Residence Hall	502,537	275,198	54.8%	255,641	19,557
Family Housing Rentals	180,300	99,346	55.1%	90,821	8,525
Meal Plan	466,988	330,268	70.7%	293,060	37,208
Conference Services	115,000	4,777	4.2%	250	4,527
Museum Admissions	81,034	36,233	44.7%	30,026	6,207
Museum Shop Sales	205,759	93,342	45.4%	71,200	22,142
Campus bookstore sales	77,380	21,374	27.6%	12,138	9,236
Museum memberships	42,000	10,078	24.0%	6,848	3,230
Museum Contributions (temp restricted)	5,000	3,696	73.9%	3,035	661
General Contributions (unrestricted)	113,341	9,869	8.7%	3,289	6,580
Scholarship, Education Donations	440,229	393,101	89.3%	312,019	81,082
Trust Endowment Draw	155,000	0	0.0%	0	0
Miscellaneous Income/Indirect Revenue	75,000	16,905	22.5%	25,873	(8,968)
<b>REVENUES EXCLUDING FEDERAL APPROPRIATION</b>	<b>\$ 4,434,780</b>	<b>\$ 1,945,598</b>	<b>43.9%</b>	<b>\$ 1,651,401</b>	<b>\$ 294,197</b>
Estimated reduction for:					
Uncollectible Student Accounts	(124,422)				
Excess Institutional Scholarships	(200,000)				
Museum Gift Shop	(289,103)				
Campus Bookstore	(99,794)				
<b>TOTAL REVENUES</b>	<b>\$ 13,556,461</b>	<b>\$ 9,322,598</b>	<b>68.8%</b>	<b>\$ 9,169,457</b>	<b>\$ 153,141</b>

**SCHEDULE OF REVENUES AND EXPENDITURES**  
**IAIA & AUXILIARY**  
**First Quarter Comparison - FY18 & FY17**

	<b>FY18</b> <b>Unaudited</b> 3 Months Ending <u>December 31, 2017</u>	<b>FY17</b> <b>Unaudited</b> 3 Months Ending <u>December 31, 2016</u>	<b>Variance</b> <b>Favorable or</b> <b>(Unfavorable)</b>
<b>REVENUES</b>			
Federal Appropriation	\$ 7,377,000	\$ 7,518,056	\$ (141,056)
Tuition & Fees	651,411	547,200	104,211
Residence Hall/Family Housing	374,544	346,462	28,082
Meal Plan	330,268	293,060	37,208
Museum Shop	129,576	101,227	28,349
Campus Bookstore Sales	21,374	12,138	9,236
Conference Services	4,777	250	4,527
Unrestricted Contributions	19,947	10,137	9,810
Temporarily Restricted Contributio	396,797	315,054	81,743
Trust Endowment Draw	-	-	-
Miscellaneous Income	16,905	25,873	(8,968)
<b>TOTAL REVENUES</b>	<b>\$ 9,322,598</b>	<b>\$ 9,169,457</b>	<b>\$ 153,141</b>
<b>EXPENDITURES</b>			
Cost of Sales	\$ 63,202	\$ 47,140	\$ (16,062)
Salaries & Fringe Benefits	1,891,380	1,742,142	(149,238)
Operating Expenses	149,347	230,573	81,225
Food & Catering	(4,608)	144,828	149,435
Professional Services	130,415	150,504	20,090
Scholarships & Fellowships	-	-	-
M&R, Utilities & Other	214,556	255,633	41,077
Travel	45,314	67,431	22,117
Training	12,770	18,966	6,196
Vehicles	5,212	6,769	\$ 1,558
Total Costs General & Administrat	\$ 2,507,588	\$ 2,663,986	\$ 156,398
NON-BUDGETED AUX. INITIATIVES (R	(105)	(896)	791
<b>TOTAL EXPENDITURES</b>	<b>\$ 2,507,483</b>	<b>\$ 2,663,090</b>	<b>\$ 155,607</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 6,815,115</b>	<b>\$ 6,506,366</b>	<b>\$ 308,749</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**INSTITUTIONAL ADVANCEMENT**  
**First Quarter Comparison - FY18 & FY17**

	<b>FY18</b>		<b>FY17</b>	
	<b>Unaudited</b>		<b>Unaudited</b>	
	3 Months		3 Months	<b>Favorable or</b>
	Ending		Ending	<b>(Unfavorable)</b>
	<u>December 31, 2017</u>		<u>December 31, 2016</u>	<b>Change</b>
<b>REVENUES</b>				
Donations:				
Endowed Scholarship Donations	\$ 12,898	\$	5,618	\$ 7,280
Permanent/Chair Endowment Donation	4,280		1,649	2,631
General Donations	9,869		3,289	6,580
Scholarship Donations	393,101		312,019	81,082
Miscellaneous Revenue	591		-	591
<b>TOTAL REVENUES</b>	<b>\$ 420,740</b>	<b>\$</b>	<b>322,575</b>	<b>\$ 98,165</b>
<b>EXPENDITURES</b>				
Personnel				
Staff Salaries	\$ 52,659	\$	53,980	\$ 1,321
Student Wages	1,256		1,545	289
Social Security	3,980		4,052	72
403B Plan	2,052		3,239	1,187
Insurance Benefit	5,113		4,705	(408)
Nontaxable Fringe Benefits (Fitness)	150		-	(150)
Total Personnel Expenditures	\$ 65,209	\$	67,520	\$ 2,311
Operating Expenditures				
Activities - students	\$ 27	\$	-	(27)
Advertising - promotional	407		-	(407)
Contributions, gifts & awards	(73)		164	236
Copier supplies & charges	-		97	97
Dues & Memberships	720		700	(20)
Food & catering	-		313	313
Insurance - general liability	-		50	50
Licenses & permits	-		20	20
Meeting Costs	127		172	45
Office supplies	280		1,304	1,024
Postage, freight & delivery	-		231	231
Printing	(154)		1,064	1,218
Receptions & shows	-		28	28
Solicitation & Cultivation	157		358	201
Subscriptions & Publications	48		141	93
Computer equip & software under \$5,0	1,200		-	(1,200)
Maintenance - equipment & software	2,946		2,210	(735)
Consultants/Professional Services	393		5	(388)
Legal	2,358		-	(2,358)
Training - fees & materials	49		978	929
Travel - mileage	74		344	270
Travel - transportation	543		655	111
Utilities - telephone	184		92	(92)
Total Operating Expenditures	\$ 9,287	\$	9,648	\$ 361
<b>TOTAL EXPENDITURES</b>	<b>\$ 74,496</b>	<b>\$</b>	<b>77,168</b>	<b>\$ 2,672</b>
<b>NET INCOME/(LOSS)</b>	<b>\$ 346,244</b>	<b>\$</b>	<b>245,406</b>	<b>\$ 100,837</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**MUSEUM SHOP**  
**First Quarter Comparison - FY18 & FY17**

	<b>FY18</b> <b>Unaudited</b> 3 Months Ended <u>December 31, 2017</u>	<b>FY17</b> <b>Unaudited</b> 3 Months Ended <u>December 31, 2016</u>	<b>Favorable or</b> <b>(Unfavorable)</b> <b>Change</b>
<b>SALES</b>			
Sales less Discounts	\$ 93,809	\$ 70,954	\$ 22,855
Shipping & Packing	273	410	(137)
Refunds	(740)	(164)	(576)
	<u>\$ 93,342</u>	<u>\$ 71,200</u>	<u>\$ 22,142</u>
Cost of Goods Sold			
Cost of Sales	\$ 47,723	\$ 39,407	\$ (8,316)
Gross Profit on Sales	\$ 45,619	\$ 31,793	\$ 13,826
GP %	48.87%	44.65%	4.22%
<b>OTHER INCOME</b>			
Admissions	\$ 36,233	\$ 30,026	\$ 6,207
<b>INCOME BEFORE OPERATIONAL EXPENSES</b>	<b>\$ 81,853</b>	<b>\$ 61,820</b>	<b>\$ 20,033</b>
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 29,931	\$ 30,180	\$ 249
Payroll Taxes	2,250	2,263	13
Savings Plan	954	284	(669)
Insurance	4,216	4,221	5
Total Personnel Expenditures	<u>\$ 37,351</u>	<u>\$ 36,948</u>	<u>\$ (402)</u>
Personnel costs as % of sales + admissions	28.83%	36.50%	7.68%
Operating Expenditures			
Advertising - promotional	\$ 900	\$ 907	\$ 7
Bank charges	3,005	2,142	(863)
Cash (over)/short	206	334	128
Dues & Memberships	12	37	25
Exhibit costs	-	1,197	1,197
Food & catering	359	561	203
Licenses & permits	211	422	211
Meeting Costs	107	217	110
Office supplies	1,082	3,002	1,920
Postage, freight & delivery	167	355	188
Printing	36	172	136
Subscriptions & Publications	12	11	(1)
Visiting artists/lecturers - fees/honoraria	700	-	(700)
Computer equip & software under \$5,000	-	26	26
Equipment & Furniture under \$5,000	174	2,625	2,451
Leasing - equipment	250	422	172
Maintenance - equipment & software	-	617	617
Total Operating Expenditures	<u>\$ 7,221</u>	<u>\$ 13,048</u>	<u>\$ 5,827</u>
<b>TOTAL EXPENDITURES</b>	<b>\$ 44,572</b>	<b>\$ 49,996</b>	<b>\$ 5,425</b>
INCOME/(LOSS) Before Notional Rent	\$ 37,281	\$ 11,823	\$ 25,458
Notional Rent	<u>11,200</u>	<u>11,200</u>	<u>-</u>
<b>NET INCOME/(LOSS)</b>	<b>\$ 26,081</b>	<b>\$ 623</b>	<b>\$ 25,458</b>

**SCHEDULE OF REVENUE AND EXPENDITURES**  
**CAMPUS BOOKSTORE**  
**First Quarter Comparison - FY18 & FY17**

	FY18 Unaudited 3 Months Ended December 31, 2017	FY17 Unaudited 3 Months Ended December 31, 2016	Favorable or (Unfavorable) Change
<b>SALES</b>			
Sales less Discounts	\$ 21,572	\$ 12,226	\$ 9,346
Sales Returns & Refunds	(198)	(88)	(111)
	<u>\$ 21,374</u>	<u>\$ 12,138</u>	<u>\$ 9,236</u>
Cost of Goods Sold			
Cost of Sales	\$ 15,479	\$ 7,733	\$ (7,746)
Gross Profit on Sales	\$ 5,895	\$ 4,405	\$ 1,490
GP %	28%	36%	-9%
<b>INCOME BEFORE OPERATIONAL EXPENSES</b>	<u><b>\$ 5,895</b></u>	<u><b>\$ 4,405</b></u>	<u><b>\$ 1,490</b></u>
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 10,776	\$ 8,077	\$ (2,699)
Payroll Taxes	613	603	(10)
Savings Plan	492	0	(492)
Insurance	1,620	1,407	(213)
Total Personnel Expenditures	<u>\$ 13,501</u>	<u>\$ 10,087</u>	<u>\$ (3,414)</u>
Personnel costs as % of sales	50.42%	66.54%	-16.12%
Operating Expenditures			
Advertising - promotional	(20)	-	20
Bank charges	741	509	(231)
Cash (over)/short	45	(111)	(156)
Contributions, gifts & awards	20	115	95
Dues & Memberships	52	63	11
Exhibit costs	20	-	(20)
Meeting costs	-	24	24
Office supplies	2	76	75
Maintenance - equipment & software	-	296	296
Consultants/Professional Services	-	352	352
Total Operating Expenditures	<u>\$ 859</u>	<u>\$ 1,324</u>	<u>\$ 465</u>
<b>TOTAL EXPENDITURES</b>	<u><b>\$ 14,360</b></u>	<u><b>\$ 11,411</b></u>	<u><b>\$ (2,949)</b></u>
<b>NET INCOME/(LOSS)</b>	<u><b>\$ (8,465)</b></u>	<u><b>\$ (7,006)</b></u>	<u><b>\$ (1,459)</b></u>



**SCHEDULE OF REVENUE AND EXPENDITURES**  
**CONFERENCE SERVICES**  
**First Quarter Comparison - FY18 & FY17**

	<b>FY18</b> <b>Unaudited</b> 3 Months Ended December 31, 2017	<b>FY17</b> <b>Unaudited</b> 3 Months Ended December 31, 2016	<b>Favorable or</b> <b>(Unfavorable)</b> <b>Change</b>
<b>REVENUE</b>			
Facilities Rentals	\$ 4,777	\$ 250	\$ 4,527
	<u>\$ 4,777</u>	<u>\$ 250</u>	<u>\$ 4,527</u>
<b>OTHER INCOME</b>			
	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>INCOME BEFORE OPERATIONAL EXPENSE</b>	\$ 4,777	\$ 250	\$ 4,527
<b>EXPENDITURES</b>			
Personnel			
Salaries	\$ 12,601	\$ 12,403	\$ (198)
Payroll Taxes	827	811	(15)
Savings Plan	756	744	(12)
Insurance	1,638	1,721	83
	<u>\$ 15,822</u>	<u>\$ 15,680</u>	<u>\$ (142)</u>
Personnel costs as % of Revenue	331%	6272%	5941%
Operating Expenditures			
Bank charges	\$ -	\$ 75	\$ 75
Dues & Memberships	52	47	(5)
Food & catering	2,664	3,499	835
<b>TOTAL EXPENDITURES</b>	<u>\$ 18,538</u>	<u>\$ 19,300</u>	<u>\$ 762</u>
<b>NET INCOME/(LOSS)</b>	<u>\$ (13,761)</u>	<u>\$ (19,050)</u>	<u>\$ 5,289</u>

**PERMANENT ENDOWMENTS**  
**Three Months Ending December 31, 2017**

	<b>Program Enhancement</b>			<b>Quasi</b>			<b>Scholarship Endowments</b>			<b>General &amp; Faculty Endowments</b>		
<b>1st Quarter Fiscal Year 2018</b>												
Equities Gain / (Loss)	\$	76,512	2.96%	\$	8,316	2.95%	\$	33,158	2.95%	\$	40,162	2.97%
Dividend & Interest		18,616	0.72%		1,882	0.67%		8,083	0.72%		9,776	0.72%
Fees		(2,558)	-0.10%		(278)	-0.10%		(1,108)	-0.10%		(1,343)	-0.10%
<b>Total 1st Quarter</b>	<b>\$</b>	<b>92,570</b>	<b>3.58%</b>	<b>\$</b>	<b>9,920</b>	<b>3.52%</b>	<b>\$</b>	<b>40,133</b>	<b>3.57%</b>	<b>\$</b>	<b>48,594</b>	<b>3.60%</b>
Average Monthly Account Balance		\$2,588,971			\$281,472			\$1,125,388			\$1,351,569	
<b>ASSET GRAND TOTAL</b>	<b>\$</b>	<b>5,416,636</b>										

**INSTITUTE OF AMERICAN INDIAN AND ALASKA NATIVE  
CULTURE AND ARTS DEVELOPMENT**

**RESOLUTION # 2018 – 3**

**February 17, 2018**

**Whereas**, the President of the Institute of American Indian Arts has reviewed and recommends the acceptance of the gift donations to the IAIA Trust from October 1, 2017 through December 31, 2017, which are listed below:

1st Quarter (October 1 – December 31, 2017)

Gifts of \$ 1,104,575	\$ 410,279	Scholarships & Endowments;
	\$ 19,947	General Donations & Museum Memberships;
	\$ 674,349	Grant Proceeds and Temporarily Restricted
Gifts		

**Now Therefore Be it resolved**, that the Board of Trustees of the Institute of American Indian and Alaska Native Culture and Arts Development concurs with the recommendation of the President and accepts said gifts.

Offered by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Vote:                      Aye \_\_\_\_\_                      Nay \_\_\_\_\_

Attachments:              Yes   **X**                        No \_\_\_\_\_

\_\_\_\_\_  
Deborah Goodman, Secretary

**SCHEDULE OF GIFT REVENUE**  
**For the Quarter Ending December 31, 2017**

<b>FISCAL YEAR 2018 IAIA TRUST</b>	<b>IAIA Fund #</b>	<b>Oct-17</b>	<b>Nov-17</b>	<b>Dec-17</b>	<b>4th Qtr Total</b>
Kim Denise Willeto Rstrctd Scholarship	1387 \$	12,000		\$	12,000
IAIA Board of Trustees Endwd Schlrsip	1388			898	898
Gretchen & Nelson Grice Endowed Scholarship	1389				-
Permanent Endowment	1390	2,094	444	1,743	4,280
Emergency Student Fund	3002	300	1,100	1,780	3,180
Andrew Krusko, Sr Memorial Scholarship Fund	3011	2,350			2,350
General Scholarships	3101	2,775	144,206	9,625	156,606
Johnson Scholarship Foundation Entrepreneurship	3134	20,600			20,600
IAIA BOT Scholarship Fund	3142		32,212		32,212
MFA Scholarship Fund	3155	125,350	24,358	4,250	153,958
Allan Houser Scholarship	3156	10,480	2,350	3,375	16,205
Kim Denise Willeto Scholarship	3160	250			250
Jeri Ah-be-hill Scholarship	3162		1,000	1,740	2,740
Morris Indigenous Liberal Studies Scholarship	3166		5,000		5,000
<b>TOTAL SCHOLARSHIPS/AWARDS</b>		<b>\$ 176,199</b>	<b>\$ 210,670</b>	<b>\$ 23,411</b>	<b>\$ 410,279</b>
General Donations	5001 \$	3,152	\$ 6,718		\$ 9,869
MUSEUM MEMBERSHIP	5004	7,567	1,569	942	10,078
<b>TOTAL - UNRESTRICTED</b>		<b>\$ 10,719</b>	<b>\$ 8,286</b>	<b>\$ 942</b>	<b>\$ 19,947</b>
USDA Tribal Colleges Endowment Program	4013 \$	930	\$ 5,965	\$ 8,684.84	\$ 15,580
Academic Division-Restricted	4100	579	165	165	910
Full Dome Development Interactive Training	4152	41,201		20,014	61,215
Immersive Laboratory	4155	202,364		1,561	203,925
Museum Restricted	4200	3,306	240	150	3,696
USDA - IAIA Seed Library	4925	6,981	9,337	3,187	19,505
Multi-Purpose Building Capital Campaign - Trust	6171	27,339	1,273	260,629	289,242
MFA Creative Writing Program	4100/187	5,000		2,800	7,800
USDOE Title III - Institutional Advancement Alumni	4430/03	7,448	3,724	3,724	14,896
USDOE Title III - IAIA Outreach Program	4430/04	4,028	2,014	2,188	8,230
USDOE Title III - Academics Visiting Faculty Program	4430/05	4,691	2,346		7,037
USDOE Title III - Technology For Student Success	4430/06	4,568	1,902	382	6,852
USDOE Title III - Fitness and Wellness Program	4430/11	6,435	3,375	478	10,288
USDOE Title III - Development Ed Coordinator	4430/12	4,270	2,135	2,135	8,541
USDA Edctonl Wrkshps & Summer Youth Camps	4924/03	8,273	4,173	4,185	16,631
<b>TOTAL - RESTRICTED</b>		<b>\$ 327,414</b>	<b>\$ 36,650</b>	<b>\$ 310,284</b>	<b>\$ 674,349</b>
<b>GRAND TOTAL</b>		<b>\$ 514,332</b>	<b>\$ 255,606</b>	<b>\$ 334,637</b>	<b>\$ 1,104,575</b>

To: IAIA Board of Trustees  
From: Robert Martin, President  
Date: February 2, 2018  
Subj: President's Quarterly Report

### **Mission Objective 1: Improve Student Success**

#### **1.1 Increase involvement of all IAIA stakeholders in student success**

- The Achieving the Dream (ATD) student success initiative is collecting data through surveys, stakeholder engagement sessions and interviews relative to the following three questions:
  1. Who are IAIA's students?
  2. What is our student's experience?
  3. In what ways can we improve on their experience?

IAIA's Student Success Summit is scheduled for March 1, 2018. The workshops will focus on "Student Success Strategies" to assist our students in overcoming barriers to their success. IAIA's Achieving the Dream coaches also will be present and Carrie Billy, AIHEC President and CEO, will provide the keynote address for the summit.

#### **1.2 Increase enrollment; improve retention and completion**

- The 2018 Spring Semester student enrollment is 474 FTE as compared to the 490 FTE for the 2017 Spring Semester, representing a slight decrease. IAIA's on-campus student enrollment, however, is 323 FTE, an increase over the 309 FTE enrolled for the 2017 Spring Semester.
- The Fall 2017 Semester Scholarship Awards dinner is scheduled for 5:30 pm, Thursday, February 15, in the Performing Arts and Fitness Center gymnasium. The change in venue will permit us to showcase the new building, accommodate more attendees and include a performance in the black box theatre before and after the dinner.
- The IAIA Scholarship Program Ad Hoc Committee was established with the charge to review the scholarship program's policies and procedures and formulate recommendations to improve transparency and increase the number of IAIA students completing scholarship applications and awarded scholarship funding. I express gratitude to Bidtah Becker, Ann Marie Downes, Larry Roberts, Nena Martinez Anaya, Lara Trujillo-Barela, Eileen Berry and Tiffany Adams for serving as members. The first committee meeting was held on Monday, January 22, and developed the following draft recommendations:
  - Develop a scholarship program communications plan to disseminate information and educational outreach initiatives through a robust social media strategy and webinars.
  - Update scholarship application; seek more self-selection options

- Schedule application/essay writing workshops in more convenient location and time for students
- The Associated Student Government could assist with hosting pre-deadline workshops
- Educate student applicants that several scholarships are equity-based rather than need or merit-based
- Focus more on need-based scholarships
- Named scholarships posted on website with a drop-down menu and perhaps a separate application
- Focus on full-circle scholarships (funding a student until degree completion)
- Maintain essay but place it at the beginning of the application form
- Incorporate alumni as mentors to current students
- Notify students who didn't meet procedural requirements in submission of application
- Permit additional time for students to apply by scheduling the application dates earlier – November 1 for Spring semester April 1 for Fall semester.
- Seek faculty influence to help make students more aware of opportunities and encourage interest
- Include the “Scholarship Essay” as a required class assignment to increase student applications.

The next task for the committee is to review the recommendations and determine the feasibility of implementing each one.

#### 1.4 Develop student leadership skills

- Roy Grafe and Scarlett Cortez will be representing the IAIA student body during AIHEC Lobby Week, February 12-15, Washington D. C. They will participate in meetings with the New Mexico congressional delegation, congressional appropriations staff and federal agencies. Roy and Scarlett also serve as AIHEC Student Congress officers and will attend that meeting as well.
- Charlie Cuny was selected as IAIA's 2018 Student of the Year. This award is sponsored by the American Indian College Fund, and Carrie will attend and be acknowledged at the AIHEC Student Conference in March. Charlie is an enrolled member of the Oglala Lakota Nation and is a junior majoring in Studio Arts with a concentration in painting. She has maintained a high academic grade point average and is also an American Indian College Fund Scholar and Cobell Scholar. In addition, she is an award-winning artist and has engaged in leadership and service activities at IAIA, with her tribe and other Indian organizations. Charlie's educational goals are to graduate with a BFA and then to complete her Master's degree in Art Therapy. She then plans to return home to use her education and training to help her tribe.

Charlie and I were introduced on the floor of the Senate Legislative Chamber by Senator Mary Kay Papen on Friday, February 2, American Indian Day at the

State Legislature. Charlie also will be the MC for the Student Scholarship Awards Dinner.

## **Mission Objective 2: Strengthen Academic Programs**

- Nancy Deleary, an IAIA alum and an Adjunct Professor in IAIA's Studio Arts Program, has been contracted to conduct a feasibility study for offering a low-residence MFA Program in Studio Arts at IAIA. Ms. Deleary is also a graduate of the University of Vermont's Low Residence Program in Studio Arts. The study will be presented to the Academic Dean and Studio Arts faculty in the spring.
- Courses continue to be developed that will constitute a major in a Performing Arts BFA program.
- Charlene Teters, Academic Division Dean, has developed policies in compliance with the Higher Learning Commission's (HLC) recently revised assumed practice for faculty qualifications, which require a Master's Degree in the discipline or subfield in which one is teaching. If a faculty member has a master's degree, but is teaching in another discipline, 18 graduate hours in that field is now required. For example, if one holds a Master's Degree in Education but is teaching English, then this person would not be qualified to teach in this discipline unless they have earned 18 graduate hours in English. Dean Teters also has developed an Exceptions Policy for faculty members who may not meet the academic requirements but are qualified to teach at the college level because of experience and/or accomplishments in a specific field.

The American Indian College Fund has submitted a proposal to the Mellon Foundation to provide funding for tribal college faculty members to earn 18 graduate credits in the discipline in which they currently teach. In the past, Mellon has assisted faculty in completing their doctoral or master's degrees.

- Larry Mirabal, CFO, is the project manager for the comprehensive renovation of the studio spaces and faculty offices in the academic building that is branded as "Contemporary Studios for Contemporary Native Arts". The project team is comprised of the Academic Dean, Studio Arts Program faculty, students and the Facilities Director. A list of more than 80 projects has been developed with an estimated cost of \$325,000. Work will begin over the spring break holiday and completed over the summer break.
- The Honorary Degree Nominating Committee reviewed the nomination packets and met in person by teleconference on Friday, February 2. I am pleased to report unanimous consensus among the committee members regarding a nominee to recommend to the Board of Trustees for consideration at the February meeting to receive an Honorary Doctorate during the 2018 May

commencement exercises. I express gratitude to the following committee members for their service and contributions in the nominating process: Ann Marie Downes, Charlie Galbraith, Larry Roberts, Charlene Teters and Judith Pepper.

### **Mission Objective 3: Build College Community**

- 3.6 Implement an internal and external marketing and communications plan
- IAIA's profile in traditional and social media has increased through increased news releases, dissemination of newsletters and the use of online platforms.
  - My service on the Higher Learning Commission Board of Trustees and the Executive Committees of the American Indian Higher Education Consortium and the American Indian College Fund also helps in raising the profile of IAIA.
- 
- A Community Gathering luncheon in the CLE Commons is scheduled during the noon hour of Friday's board meeting. Loren Kieve, Board Chair, proposed a panel presentation in which Trustees would introduce themselves and then give students an opportunity to ask questions. Since it is a Community Gathering, the Café will be closed and faculty and staff also will be served lunch in the CLE Commons. It will be a wonderful opportunity for the IAIA community to learn more about the quality of experience and expertise represented on the Board.
- 3.7 Build a performing arts and fitness center
- With the Performing Arts and Fitness Center coming online in January, policies and procedures are being developed to control access to the building after hours to ensure the safety and well-being of our students and the building's facilities and equipment are used appropriately. Facility use policies for alumni and community members also will be developed with the understanding that IAIA students will have priority.
  - Larry Mirabal, CFO, and Peter Romero, Facilities Director, are project managers to convert the vacated fitness center into a student union and study space. They have met with a project team of staff and student stakeholders to determine the best use of this space to address the needs of our students. The work will begin during the spring break and be completed over the summer.
  - The new flagpole and plaque dedicated to James Mason, former Facilities Director, have been installed.
- 3.9 Grow and maximize resources for college programs
- Since IAIA is now forward funded, we have not been adversely affected either by the continuing resolutions or the short federal shutdown in January. With forward funding, IAIA receives nine months of its fiscal year funding in July and would be able to continue normal operations through the end of May.



- The American Indian Higher Education Consortium congressional advocacy week is scheduled for February 11-15 in Washington, D.C. We will request support for both our FY 18 and FY 19 funding requests, which are essentially level funding plus cost-of-living increases in salary for faculty and staff.
- The 30-day, 2018 New Mexico Legislative Session will end on February 15. IAIA is in the Higher Education General Obligation Bond for \$800,000 to complete the replacement of the remaining academic building evaporative coolers with air conditioning units and to bring our facilities into compliance with ADA requirements for accessibility. Senator Peter Wirth, Senate Majority Leader, is sponsoring an amendment to House Bill 2 to increase tribal college high school dual credit reimbursement program funding by \$50,000 for a total of \$250,000, which is equivalent to the 2017 level. We also are attempting to locate a sponsor for an amendment to a higher education bill that would allow eligible students attending tribal colleges to receive lottery tuition scholarships.
- The office of Institutional Advancement and IAIA Foundation solicited proposals from fundraising firms to conduct a campaign planning study resulting in a recommendation to my office for contract approval. A Contract was awarded to Dini Spheris located in Houston, Texas for \$75,000 plus travel and expenses. The planning study will begin Feb 1, 2018. Dini Spheris was selected because of their experience in reaching out to donors on a national level. To be successful in this campaign we will need to go beyond IAIA's existing donor base in Santa Fe and the region.

Over the course of the next several years, IAIA desires to enroll 700 students annually. In order to accommodate this growth the time has come to raise private dollars which would support every aspect needed to enhance the whole student experience.

To this end, this five-month campaign planning study will determine the plan to move forward with a campaign of potentially \$10-\$12 million engaging local, regional and national donor prospects. This planning process will confirm all dollars needed for future capital, potential new and increased operating / program costs, scholarships (both current use and endowment), and general endowment.

The potential campaign of \$10-\$12 million includes the following opportunities:

- Scholarship Endowment
- Endowed Faculty Positions
- Academic Program Expansion
- Expansion and Digitization of the museum collection
- Student Housing
- Facilities Operations and Maintenance

#### **Mission Objective 4: Advance contemporary Native arts and cultures**

#### 4.2 Advance scholarship and dialogue on Indigenous arts and culture

- Museum staff are to be commended for increasing collaboration with the campus by inviting faculty, staff and students as well as artists participating in the Artist-in-Residence program to contribute to discussions, presentations, lectures and other programming at the Museum.

### **Mission Objective 5: Expand capacity as a 1994 Land Grant institution**

#### 5.1 Communicate IAIA's role as a Land Grant Institution

- IAIA's Land Grant Program will be hosting the 2018 Pueblo Agricultural Conference, February 8-9, 2018. Approximately 150 participants are expected to visit the campus.

To: Dr. Robert Martin, President  
From: Dr. Bill Sayre, Director, Institutional Research  
Date: January 31, 2018  
Subj: Quarterly Board Report

### **Mission Objective 1: Improve Student Success**

#### **A. Increase involvement of all IAIA stakeholders in student success**

Project: Creation of annual/semester Fact Book. 60% complete. Anita Gavin, Assistant Director of Institutional Research, and I continue to develop new skills in Tableau, a data visualization software package, for use in creating an annual/semester Fact Book.

Project: Prepare the 2017-2018 Higher Learning Commission (HLC) Assurance Argument. 30%. Co-author Valerie Nye (Library Director) and I meet regularly to plan the assurance argument. The first draft was completed in December. We continue to collect evidence, meet with faculty and staff, and work on the next drafts. It is due to HLC on July 31. As the semester progresses, I'll be devoting more time to this project.

Other: Institutional Research spends much of November and December each year preparing our response to the American Indian Higher Education Consortium's American Indian Measures of Success (AIHEC AIMS) survey. We assembled 100s of data points about our students, faculty, staff, and the institution as a whole. AIHEC collects this information from all TCUs and uses it in their lobbying and grant-writing efforts.

#### **B. Increase enrollment; improve retention and completion**

Project: Develop new skills in statistical analysis and predictive modeling. This is a student success project. 10%. This project will ultimately lead to more efficient and accurate data extraction, preparation, analysis, and modeling. To start with, I've been executing projects using the RapidMiner advanced analytics platform alongside tried-and-true methodologies using Microsoft Excel and Access, to ensure data continuity.

#### **E. Develop student leadership skills**

Project: Teach a continuing education course in Data Literacy. 0%. No activity this quarter.

### **Mission Objective 2: Strengthen Academic Programs**

#### **A. Develop and promote an indigenous assessment model**

Project: Institutional effectiveness plan. 45%. I continue to work on specific elements of this plan for the upcoming assurance argument. This is a two-year project continuing from 2016-2017.

Other: As a Higher Learning Commission peer reviewer, I carried out a multi-location site visit at Central New Mexico Community College in November to verify that courses and

services are uniform across their branch campuses (they are). I also reviewed new academic program proposals from five institutions as part of two Change Panels.

Other: In December, I prepared a report for the Higher Learning Commission reviewing our federal student loan default rate and graduation rates.

Other: In January, I prepared our response to the annual National Association of Schools of Art and Design Higher Education Arts Data Services (NASAD HEADS) survey. Aimee Balthazar, Controller, and Todd Spilman, Director, Human Resources, also assisted.

Other: In January, Anita Gavin prepared the fall semester report for the New Mexico Higher Education Department.

### **Mission Objective 3: Build College Community**

C. Implement a faculty and staff professional development plan

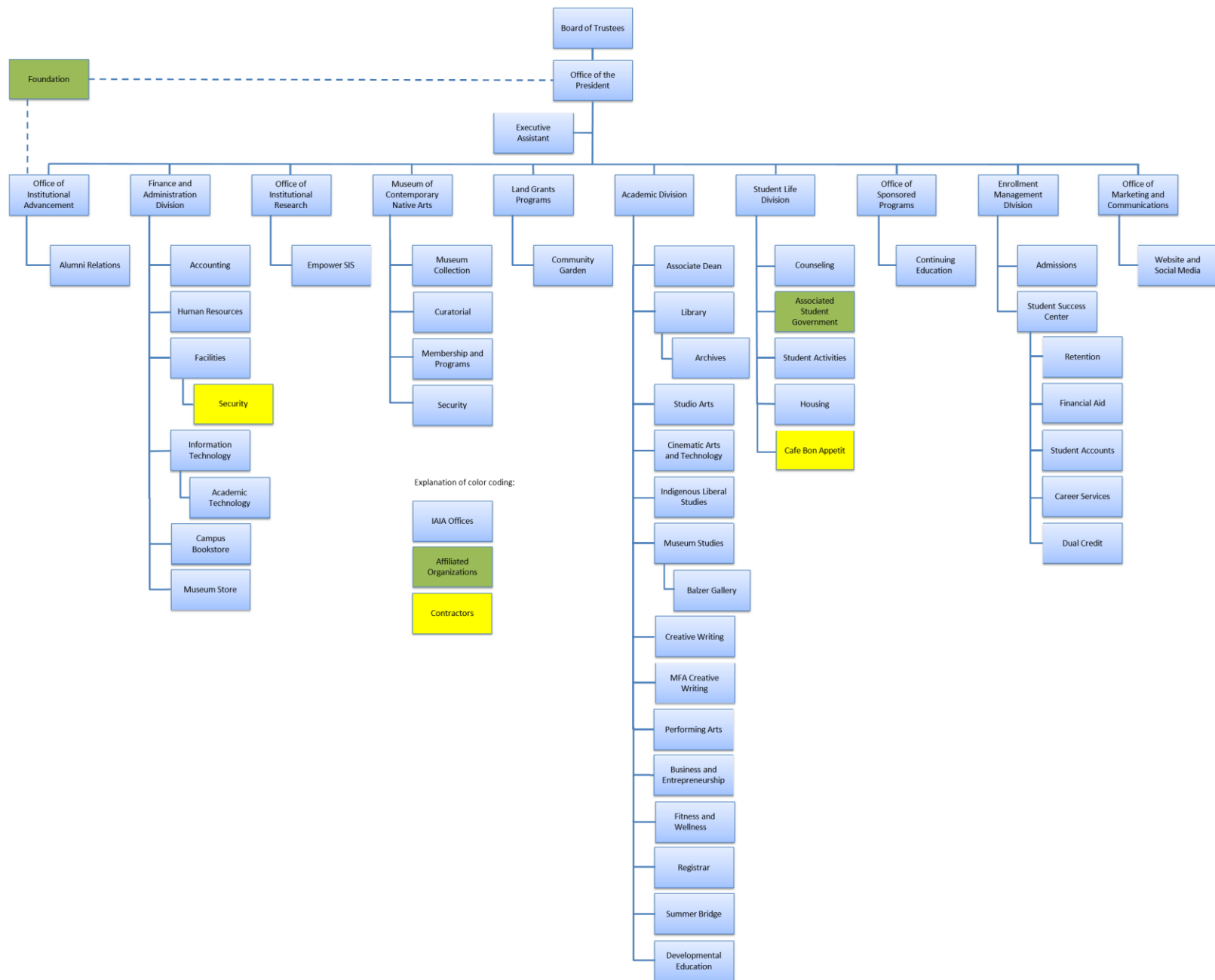
Project: Collect baseline data on faculty and staff development to date. 0%. No activity this quarter.

Other: An updated organizational chart follows this report.

### **Mission Objective 4: Advance contemporary Native arts and cultures**

E. Engage with indigenous communities world-wide.

Project: IAIA alumni employment patterns. 0%. No activity this quarter.



To: Dr. Robert Martin  
From: Laurie Brayshaw  
Date: January 31, 2018  
Subj: Quarterly Board Report

Joannie Romero, Continuing Education Manager gave her notice on 12/1/17, and her last day was 12/22/17. Human Resources posted the position, and I am excited to report that Jonathan Breaker was hired. Mr. Breaker was the Asst. Director of Admissions and Recruitment for IAIA, and he started as the new Continuing Education Manager on 1/22/18. His experience as a recruiter for IAIA has given him valuable insight into the educational needs of youth across the country. Mr. Breaker's background in policy development, project management, and strategic analysis will be vital to the successful growth of the Continuing Education department.

### **Strategic Theme I. Improve Student Success**

#### **B. Increase enrollment; improve retention and completion**

Percentage complete 50%

#### Continuing Education

Project: Increase the number of IAIA students and members of the outside community that enroll in Continuing Education courses and workshops.

#### Activities/Workshops Offered

- Portfolios for Art Professionals, featuring Nocona Burgess (11/4/17)
- Strategic Communication & Planning (12/1/17)

CE is taking advantage of the change in personnel to review the program and determine areas for improvement. Mr. Breaker has developed a new work plan (see below). He has also begun contacting organizations for new potential partnerships.

Over the previous year, the Institutional Research department assisted CE with the enhancement of the Empower system for CE courses. The changes will allow students to view, register, and pay for CE classes on-line in the same manner as the students enrolling in credit-bearing courses. Empower training has been scheduled for Mr. Breaker to become familiar with setting up CE classes in the Student Records module. The CE courses will be managed in a similar manner as the Student Registrar manages the credit bearing courses. Previously, the IAIA webpage and Wufoo forms were used to register students, and the process was cumbersome. The use of the Empower system will streamline the advertisement of courses, and the course registration process.

IAIA Continuing Education – Work Plan 2018				
Project	Project Description	Deliverable	Expected Start Date	Expected End Date
Empower	Develop the capacity for Continuing Education (CE) to utilize Empower to automate processing for CE Course registration, payment and records.	<ul style="list-style-type: none"> <li>Empower training with Institutional Research and online training with Comspec for Jonathan Breaker</li> </ul>	February 1	Ongoing
		<ul style="list-style-type: none"> <li>Training with Comspec (in person)</li> </ul>	June (date tbd)	Ongoing
		<ul style="list-style-type: none"> <li>Establish and launch Empower/Web-Empower automated CE Course registration and payment processing for Summer 2018</li> </ul>	April 2	July 30
		<ul style="list-style-type: none"> <li>Establish and launch Empower/Web-Empower automated CE Course registration and payment processing for Fall 2018</li> </ul>	June 30	November 30
Summer 2018 CE Courses	Develop and market CE courses for Summer (to be offered from late-May to late July)	<ul style="list-style-type: none"> <li>Establish Course listings (IAIA Summer Artists Talks series)</li> </ul>	February 1	April 2
		<ul style="list-style-type: none"> <li>Recruit/Hire instructors</li> </ul>	March 16	April 2

		<ul style="list-style-type: none"> <li>Marketing for Summer CE Courses</li> </ul>	April 2	July 30
Fall 2018 CE Courses	Develop and market CE courses for Fall 2018 (to be offered mid-September to late November)	<ul style="list-style-type: none"> <li>Establish Course listings, including CE Signature Classes</li> <li>Hire/recruit instructors</li> <li>Marketing for Fall CE Courses</li> </ul>	March 30  May 15  June 30	June 30  June 30  November 30
IAIA CE Website Development	Update and develop the website in parallel with Empower automated registration and payment.	<ul style="list-style-type: none"> <li>Update website for Summer 2018 CE classes</li> <li>Update website for Fall 2018</li> </ul>	April 2  June 30	July 30  November 30
Provide IAIA Continuing Education Units (CEUs) for Conferences and Symposia/Workshops	Partner with organizations to offer CEUs for participant learning during conferences, symposia and workshops.	<ul style="list-style-type: none"> <li>National Indian Education Association National Convention 2018</li> <li>Indigenous Language Institute</li> <li>Other prospective partnerships (IAIA Indigenous Liberal Studies Symposium, JOM National Conference, College Board-NASAI, National Congress of American Indians National Convention, Poeh Cultural Center, Cha Piyeh)</li> </ul>	Feb. 15  Feb. 15  Feb. 15	TBD  TBD  Ongoing
Partnership Building with Tribal Communities	Partner with tribal communities on CE workshops.	<ul style="list-style-type: none"> <li>Work with local and non-local tribes.</li> </ul>	Feb. 15	Ongoing



IAIA Native Youth Pathways Development 2018-2019	TBD	TBD	TBD	TBD
Spring 2019 CE Courses	TBD	TBD	TBD	TBD

### **E. Develop student leadership skills**

Percentage complete 33%

#### Continuing Education

Project: Provide a path for all faculty to assist students with leadership skills.

In November, Ms. Romero attended the 3-day training to become a certified trainer in the Ruby Payne “A Framework for Understanding Poverty” approach. We were not able to deliver any workshops to the faculty before the departure of Ms. Romero.

Due to the departure of Ms. Romero and the recent arrival of Mr. Breaker, this project is now cancelled. We will revisit the project in 2019 and determine if it should be added to a new work plan.

### **Strategic Theme III: Build College Community**

#### **I. Grow and maximize resources for college programs**

Percentage complete 100%

#### Sponsored Programs

Project: Use the information about IAIA needs and interests to identify potential funding for these areas.

The 3 year Margaret A. Cargill Philanthropies (MACP) grant for \$1,500,000 was **officially awarded**. The new grant year began January 1, 2018.

The AICF/LGBT Student Project proposal was **awarded** for \$5,000. The first annual IAIA Pride Week will take place Feb 26 - March 2, 2018. The goal of IAIA Pride Week is to bring people together to celebrate the achievements of the Native American LGBT community, remember our history, and raise awareness of the work that still needs to be completed.

The NEH Preservation Assistance Grant for Ryan Flahive was **awarded** for \$3,877. The grant will allow him to purchase supplies to process 95 cubic feet of records in the archives.

The proposal to the Santa Fe Arts Commission was submitted for \$100,000. Each year we are generally awarded \$12,000. The grant will fund the marketing for four events that will take place on the campus and at the Museum. The events include three

Museum exhibits, the twice yearly Writers Festival, the Pow-Wow and MusicFest, and the MACF Visiting Artists.

Assisted Manuela Well Off Man with a proposal to the Santa Fe Natural Tobacco Company. The proposal requested \$27,800 for a scholarly publication to accompany the traveling exhibition "Action/Abstraction Redefined".

The proposal for the Fulbright Scholar-in-Residence program has been recommended for funding. IAIA should receive final notice by mid-April. The proposal requested funding to bring Mr. Carlos Gordillo Munoz from La Universidad Intercultural Del Estado De Mexico (UIEM) to IAIA for one academic year. Mr. Munoz is a photography faculty member at UIEM, and he would co-teach several classes at IAIA, attend the AIHEC conference, and have an exhibit of his work while helping IAIA strengthen our academic program and exchanging knowledge of Indigenous cultures.

The monthly Capital Project Monitoring System Reports for the open Capital Appropriation from the State of New Mexico was completed.

I participated in two Student Appeals Hearing for the Student Life Department. Blue Tarpalechee, Housing Director also led us in an end-of-semester debrief. Members of the Committee were able to discuss policies and reporting with the Housing staff.

**To:** Dr. Robert Martin  
**From:** Charlene Carr  
**Date:** January 30, 2018  
**Subject:** Quarterly Board Report

**NOTE: A summary list of monthly activities is attached with pictures summarizing Land Grant Program activities. The summary will be provided from here on out.**

## **Strategic Theme 1: Improve Student Success**

### **1.5 Develop student leadership skills**

*Project Narrative:* Food is an essential resource needed to sustain people, unfortunately food production has often damaged the health of the earth, a loss of agricultural practices and/or a general loss of connectedness to the land has occurred. In an effort to increase food sovereignty and sustainability through environmentally conscious manner, the Director will integrate the Tribal College Research and EcoAmbassador's grant program into the IAIA Student Research Program. The Director will work towards integrating the program into IAIA academics through the LIBS 121 Internship course. The course will allow students to earn college credit for their research and credited towards the ILS degree program. The proposed Program would accomplish this through agriculturally related research opportunities for IAIA students, exposing them to research careers where their liberal arts education can be combined with applied science, broadening their interests in graduate school, and provide a service towards the agricultural needs of the local New Mexico Pueblo and Tribal Communities.

1. *EPA Tribal EcoAmbassador's and Tribal College Research Grant Programs:* The Director recruited a total of six students for the research internship program. Students, Mia Olsen studied "Companion Planting for Watermelon (*Citrullus lanatus*) and Melon (*Cucumis melo*)" and Kyle Kootswatewa studied "Plant inventory guidelines for IAIA: Emphasis on utilitarian plants." Mia and Kyle provided poster presentations at the November 2017 FALCON conference, Washington D.C. and at the December 2017 IAIA Community Gathering. Kyle Kootswatewa will attend and present at the 2018 February Alaska Environment Forum in Anchorage Alaska. Joshua Dixon studied the

“Interdependent Relationship between Juniper Trees and Piñon Saplings” for the 2017 Fall semester. Students, Tiara Folsom and Debon Victor are newly recruited students for the 2017-2018 research program. Students, Kyle Kootswatewa, Tiara Folsom, Ivan Bennett and Debon Victor will continue with their research through 2018 Spring semester leveraging the TCU Research Grant resources. Ivan Bennett will continue his study of “Desert Composting: Using the Hot Compost Method”, Tiara Folsom will study “Plant Inventory and Access for the IAIA Herbarium” and Debon Victor will study “Water Harvesting and Erosion Control for the IAIA Small Gardens”. Students will complete their Spring session in May 2018. Students that wish to continue will have an opportunity to either complete their projects or advance to working with NMSU mentors, Dr. Steven Guldán (Alcalde ARC) and Dr. Mark Marsalis (Los Lunas ARC), during the 2018 summer program. [A summary list and photos of activities have been provided at the end of this report.]

(Percentage Complete: 35%)

2. *Native American Heritage Committee (NAHC)*: The Director, IAIA staff, faculty, and students who are Tribal members came together in an effort to provide education and awareness focusing on Indigenous heritages throughout the year to the IAIA community. Students come from varying communities around the US and world who may be unfamiliar with local culture and/or learning about their own culture. Activities coordinated through the committee will offer learning opportunities for students to engage in and increase their understanding of other Indigenous heritages. Committee members include: Bert Candelaria (Pueblo de Cochiti), the Director Charlene Carr (Laguna Pueblo), Delight Talawepi (Hopi), Grace Nuvayestewa (Hopi), Jacqueline Chitto (Laguna/Isleta Pueblo), Karen Gomez (Laguna Pueblo), Kyle Kootswatewa (Hopi), local Tribal community member Loren Arkie (Pueblo of Laguna), Stephanie Martinez (Ohkay Owingeh Pueblo) and Teresa K. Quintana (Kiowa). The committee organized the first Native American Heritage Month activities in November 2017 which included the following activities: Rock Your Mocs, food tasting, Pueblo belt weaving, pottery demonstration, basketry, the film “Grab Day” was shown at the IAIA auditorium, IAIA student grab day was provided, presentations “Implementation of Traditional Ecological Knowledge” and “Tribal Hunting Perspectives” were provided, and a Rock Your Mocs Walk sponsored by the NAHC and the Wellness Council. [A summary list and photos of activities have been provided at the end of this report.] The committee will develop a

cultural calendar for the entire year and coordinate with Student Life to offer more activities. (Percent Complete: 35%)

## **Strategic Theme 5: Expand Capacity as a 1994 Land Grant Institution**

### **5.1 Communicate IAIA's role as a Land Grant institution**

*Project Narrative:* The Director oversees the Land Grant Extension and Research programs. The Director provides educational and technical assistance through outreach programs focusing on Land Grant priorities (strengthening: crop production, Native youth programs, small agricultural business, and health and wellness programs) to target audiences (IAIA constituents, New Mexico's 22 tribal communities; farmers/ranchers, and sister land grant institutions) in an effort to increase IAIA's exposure as a 1994 land grant institution.

1. *Standing Land Grant Advisory Committee Meetings:* The Director established the first Advisory Committee made of local Tribal community members who are farmers and ranchers, USDA and sister land grant institution representatives. The committee provides input on land grant program direction and relevant programming in an effort that culturally appropriate education, outreach and research programs meet the needs of New Mexico producers and that they achieve their agricultural endeavors. The committee now has standing meetings quarterly throughout the year. (Percentage Complete: 100%)

The committee is currently providing strategic planning for Institutional priority - "Provide training and support for New Mexico Native and Tribally-owned small agricultural businesses" please see section 5.5 of this report.

2. *Strategic planning to build relationships between 1994s and 1862s with USDA NIFA cooperating.* The Director currently collaborates with NMSU Extension and Research Directors: Edmund Gomez (RAIPAP) – see 5.2 section 1 for further program details, Dr. Steven Guldán (Alcalde ARC) and Dr. Mark Marsalis (Los Lunas ARC) – see 1.5 for further program details. Collaboration will aid IAIA to build capacity in agricultural and natural resource education, research and outreach programming. (Percentage

Complete: 50%)

3. *Building Tribal Relations with New Mexico Communities*: The Tribal Relations group was established with the support of Dr. Robert Martin, to increase engagement and support for IAIA among New Mexico's Native communities and their members. Members of the group are representative of IAIA faculty, staff, students, and tribal members from NM's tribal communities. A draft of strategic initiative projects has been completed and is from the perspective of students, staff, faculty, and cabinet members at institutional level. The second phase is the Director getting on the agenda with Tribal leaders (i.e. AIPC or AIGC) and seeking permission to coordinate a listening session and strategic planning workshops among local Pueblo, Navajo and Apache communities. Once the second plan of Tribal strategic initiative projects has been collected the Director will align both strategic plans for a cohesive aligned plan. The strategic plans will be proposed to the President's Cabinet and incorporated into their work plans as an institutional wide effort to promote connections with the local tribal communities. (Percentage Complete: 60%)
4. The Director serves on the FALCON Board and is a council member on the Western Extension Risk Management Education Center (ERMC). The Director will attend the 2018 FALCON Board meeting (March 2018) for a debriefing of 2017 FALCON conference, review of past projects and program budgets. The Director also serves as a council member on the Western ERMC. The Director attended the Advisory Council meeting on January 23-26, 2018 to deliberate proposals. The Council reviewed proposals to promote risk management education for farmers and ranchers within the Western Region of the US. (Percentage Complete: 80%)

## 5.2 Promote and support agriculture and natural resources in New Mexico Native communities

*Project Narrative*: The Director provides outreach under agricultural extension, research and teaching programs to target audiences. Program areas include but are not limited to the following: small garden and crop production (vegetable and fruit production), greenhouse management, raised bed gardening, agricultural youth programs, access to USDA opportunities and other related areas of interest through the

IAIA Land Grant Programs. Efforts will allow farmers and ranchers to gain the skills and knowledge necessary to achieve their agricultural endeavors.

1. *New Mexico Beginning Farmer and Rancher Program 2016-2017:* IAIA in cooperation with NMSU provides the New Mexico's Pueblo beginning farmers and ranchers (BFRs) outreach programming through educational and technical assistance to meet the individual production, marketing and financing needs of Native American BFRs. The Director attends BFR team meetings, provides one-on-one technical assistance, workshops, and trainings in coordination with NMSU agents. Outreach efforts will also include coordinating conferences, tours and on-farm demonstrations; planning of an All Pueblo Agricultural conference is tentatively scheduled for February 2018. The New Mexico Pueblo Beginning Farmer and Rancher Agricultural conference is coordinated by the BFR team and will be provided at the IAIA campus on February 8<sup>th</sup> and 9<sup>th</sup>, 2018. Producers gain skills and knowledge to develop their management, production practices and marketing strategies for their farms and ranches. Recent subject matter of presentations include: bull management, business planning (presented by Ellen Shapiro, IAIA Business Coordinator) and USDA programs (FSA, NASS, and NRCS) and soil sample completed for farmer Acoma farmers. [A summary list and photos of activities has been provided at the end of this report.]

(Percentage Complete: 65%)

2. The Director provided soil sampling to two Sandia Tribal members and a Natural Resource staff member. Producers gained skills to properly take and submit soil samples to CSU. The Director will receive results from CSU and provide an interpretation to producers in an effort that they will gain knowledge about their field and be able to use knowledge gained to improve their soil health.

### 5.3 Provide programming to Native youth

*Project Narrative:* Extension and research programs through IAIA will develop youth programming in collaborations with New Mexico's 22 tribal communities to increase their critical thinking skills, exposure to agricultural, environmental, natural resources, and research opportunities in agriculture to increase interest and access to higher education.

1. *IAIA Student Orientation*: The Director and gardener, Teresa Quintana, coordinated with Jeminie Shell, to provide IAIA orientation students with a cool season workshop. The Director provided background of Land Grant Programs and both staff presented “greenhouse management for cool season production” followed by a hands-on demonstration of a greenhouse plantings and transplanting techniques.
2. The Director will continue to seek external resources (USDA grants and partnerships) to build staff capacity to develop Native youth programs.

#### 5.4 Improve and support the health and wellness of New Mexico Native communities

*Project Narrative*: Health and wellness programs are a component of extension programs. The Director in cooperation with tribal communities will identify areas of need and provide tribal communities with technical and educational assistance to increase their health and wellbeing to be thriving community members.

1. *Community Garden Group*: Teresa Quintana, Gardener, is working with community gardens previously recruited in the Fall 2017 semester and will recruit new participants for the 2018 Spring semester. Participants work directly with Teresa on small back-yard and raised bed gardening. Participants will continue cool season planting and prepare for warm season crop production in March 2018. (Percentage Complete: 20%)
2. *IAIA Wellness Council*: The Director is part of the Wellness Council, established to increase employee engagement in and promote responsibility for their own health. The council coordinated a Post-Thanksgiving Walking Challenge with a total of 21 IAIA participants who completed the challenge. The council will meet February 2018 to plan activities through the 2018 calendar year. The council is now a well-established committee that will continue their efforts to promote health among IAIA employees. (Percentage Complete: 100%)
3. The Director will continue to seek external resources (USDA grants and partnerships) to build staff capacity and develop the health and wellness programs.



## 5.5 Provide training and support for New Mexico Native and Tribally-owned small agricultural businesses

*Project Narrative:* The small agricultural business program is a component of extension programs. The Director has developed strategic planning sessions with input from the Land Grant Advisory Committee. The Director also provides opportunities to access USDA programs and provides technical assistance with USDA application processes. The program targets agricultural producers and programs who wish to gain knowledge in an effort to make decision making strategies for their farm/ranch operations and/or tribal agricultural programs.

1. *Land Grant Advisory Committee Focuses on 5.5 Land Grant Priority:* The committee will tentatively meet in February 2018. The committee assisted the Director with strategic action planning for 5.5 - Provide training and support for New Mexico Native and Tribally-owned small agricultural businesses was completed in 2017. The committee identified under 5.5 the following areas to build capacity: 1. education, 2. community, 3. marketing, 4. access to capital, and 5. policy issues. *Definitions and components of each area include:* 1. Development of relevant educational programming should be culturally appropriate and accepted by our stakeholders. Need assessments results have indicated some of the following educational component: marketing agricultural products, water research, soil education, seed saving, stewardship of land, traditional and present, experiential learning workshops (continuing education), collaboration with USDA/Extension Agency, on-farm demonstrations and field tours to promote and start the conversation of buying locally (Native produced products with state, AIPC, or AIGC), identify community liaisons, workshops to be held at site locations of Tribal communities, and locate funding sources. 2. Engage and involve community through outreach and interacting with IAIA representatives (Department Heads, Administration, and Instructors) to speak with communities and Pueblo leadership. 3. How to market Land Grant programming would include far-reaching advertisement to be received well, memorable, culturally appropriate, and would increase collaboration with communities. 4. Increasing stakeholders' skills and knowledge through business workshops, financial training, access/gaining farm equipment, holding USDA informative sessions, and highlighting a successful producer's story would assist stakeholders to access and gain

capital which is essential for maintaining farm/ranch operations, sustainability and expanding stakeholders' business. 5. Providing training and information sessions regarding water adjudications (BIA Coalition G and Middle Rio Grande Coalition conserving, Bureau of Reclamation (BOR) – endangered species act, and State Engineer) and how stakeholders can access assistance to build infrastructure, work with acequia associations, increase water supply and use. Also the committee will identify outreach to best assist producers to navigate through USDA, certifications, and food safety policies and requirements. Under each area the council identified initiative projects to build program capacity and/or programming. The PD will also utilize 2017 need assessment results of direct input from stakeholders to develop relevant small agricultural business programming. The Director will work with Ellen Shapiro and Continuing Education to deliver programming. (Percentage Complete: 15%)

2. The Director will continue to seek external resources (USDA grants and partnerships) to build staff capacity and develop the small agricultural business programs.

3.

## **Land Grant Programs Summary of Activities**

### **I. BFR Exclusive Activities:**

- 11/14/17 NM Pueblo Beginning Farmer/Rancher Advisory Meeting; Acoma Pueblo; 23 Participants
- 11/17/17 Bull Management (Dr. Craig Gifford, NMSU) and Business Planning Workshop (Ellen Shapiro, IAIA); Sandia Pueblo; 43 Participants
- 11/30/17 BFR Team meeting; Alcalde, NM; plan for the Feb. 28, 2017 Conference; 4
- 12/1/17 Soil Sampling; Acoma Pueblo; 1 BFR participant & 2 Tribal members
- 12/13/17 BFR Meeting – Feb. 8-9, 2018 Conference planning meeting; Alcalde, NM
- 1/4/18 BFR Meeting 2018 Conference planning meeting; Alcalde, NM
- 1/9/18 Recruited BFR producers to attend conference; 9 BFRs were signed up
- 1/4/18 BFR Meeting 2018 Conference planning meeting; Alcalde, NM

### **II. IAIA Exclusive Outreach Activities:**

- Month of Nov. Coordinated Rock Your Mocs in November at IAIA Campus
- 11/2/17 Native American Heritage Committee (NAHC) Meeting; IAIA; 12 members

- 11/3 - 11/6 FALCON Conference; Washington DC; Director and 2 students attended
- 11/7/17 Attended BOT General Session; IAIA
- 11/13/17 NAHC Opening; IAIA (Remarks by Dr. Martin); 9 participants
- 11/14/17 NAHC Food Tasting; IAIA; 6 dishes (Stephanie Martinez, Bert Candelaria, Teresa K. Quintana, Delight Talawepi, Kyle Kootswatewa & Charlene Carr); 30 participants
- 11/16/17 NAHC Pueblo Belt Weaving (Daryl Kowemy, Laguna Pueblo), Pottery (Sheila Davis, Laguna Pueblo) and Basketry (Kyle Kootswatewa, Hopi) Craft Demos; IAIA; (Laguna Pueblo); 40 participants
- 11/20/17 Interview with the IAIA Chronical; provided Land Grant information
- 11/20/17 NAHC Presents Film: "Grab; IAIA; 20 Participants
- 11/21/17 NAHC Grab Day; IAIA; 83 Participants
- 11/27/17 Traditional Ecological Presentation (Kai-T Blue-sky, Cochiti Pueblo); IAIA; 15 Participants
- 11/28/17 Presentation: Hunting from a Tribal Perspective (Tim Smith, Sandia Pueblo); IAIA; 13 Participants
- 11/30/17 Rock Your Mocs Walk; IAIA NAHC & Wellness Council; IAIA; 8 participants
- 12/7/17 Wellness Council Meeting; Post Thanksgiving Walking Challenge; 6 members
- 12/13/17 FALCON Board meeting; debriefing of 2017 FALCON conference
- 12/19/17 Soil Sampling; Sandia Pueblo; 2 Tribal members & 1 DNR staff
- 1/10/18 Cool season production and hands on planting for IAIA orientation students; IAIA Campus; provided by Director and Gardener; 16 students
- 1/11/18 Greenhouse tour to SFCC students; IAIA Greenhouse; 2 guest attended
- 1/18/18 WERME deliberations process; teleconference; Plan travel to CA
- 1/22/18 Planning Hoop House Construction Workshop; Laguna Pueblo; coordinate with Health and Wellness education coordinator
- 1/23-1/26 WERME RFA deliberations; California; 12 members

### III. Research Activities:

- 11/3 – 11/6 FALCON Conference; Director and 2 students attended; Mia Olsen (*Companion Planting with Watermelons and Melon*) & Kyle Kootswatewa (*Plant Inventory Guidelines for IAIA: Emphasis on Utilitarian Plants*) presented posters.
- 12/6/17 Community Gathering; Research students presented 2017 Fall Research projects to fellow students, staff and faculty. Mia Olsen (*Companion Planting with Watermelons and Melon*) & Kyle Kootswatewa (*Plant Inventory Guidelines for IAIA: Emphasis on Utilitarian Plants*) presented posters.

- 1/18/18 Planning for EPA's Tribal EcoAmbassador; conference call; coordinate travel for research student, Kyle Kootswatewa, to attend and present at Alaska's Forum on the Environment conference.

IV. Equity: Please note Dr. Thomas Antonio oversees the equity portion of the Land Grant Teaching mission.

## Pictures:



BFR soil sampling with Acoma Pueblo farmer. Photos by C.Carr.



Dr. Martin provided the opening to IAIA staff.

Photo by Jason Ordaz.



Students wore moccasins or showed their support by wearing turquoise ribbons. Photo by Jason Ordaz.



A taste of Pueblo foods. Photo by S. Martinez.

Pueblo and Hopi crafts. Photos by C.Carr.



Preparing for IAIA Student Grab Day. Photos by C.Carr.



Starting off with a prayer. Photos by Jason Ordaz.



Students catching goodies. Photos by Jason Ordaz.

**END REPORT**



To: Dr. Robert Martin  
From: Eric Davis  
Date: January 30, 2018  
Subj: Quarterly Board Report

### **Mission Objective 1: Improve Student Success**

#### **A. Increase involvement of all IAIA Stakeholders in Student Success**

**Project:** Whenever possible include expanded student representation in both on and off campus event execution and marketing activities. Access student internships with sponsored events.

Expanding student involvement in the Annual IAIA Music Fest. Last year, students held positions as organizers, stage crew, production assistants, performers, and other key roles. This year we are producing the event in conjunction with the Student Activities Department. That will increase the number of students involved in 2018. Will have meetings with student volunteers, and match their skill set with assignments. Will continue to pursue internships for students with KSFR, SFIFF, AHA Festival, Ortega's on the Plaza, AMP concerts, Santa Fe Bandstand, Santa Fe Reporter, and others in conjunction with Karen Gomez, Career Advisor.

% completed - 20%

**Other:** The IAIA weekly radio program on KSFR continues to receive good response from the local audience. We have developed regular features with appearances by artists in the IAIA Artists-in-Residence program, and will continue to expand the guest list with a more national focus, including high-profile guests such as Billy Mills, Daystar Rosalie Jones, Ty Defoe, Anne Hillerman, and LaDonna Harris. The monthly radio program on KVSF-FM has been discontinued.

% completed - 20%

#### **B. Increase enrollment**

**Project:** Utilize paid advertising and social media to drive potential students to the redesigned IAIA Web site. Redesign recruitment/Branding (Dean Char) ad.

Will develop advertising plan and budget in conjunction with Admissions and Recruitment, targeting traditional and on-line media outlets relevant to potential students. Have already increased exposure on key outlets as direct by Recruitment Director.

Will continue to increase IAIA's event and overall exposure on-line utilizing social media (primarily Facebook) and paid advertising. We intend to explore expanding into additional social media platforms this year, and are still investigating a variety of

different campaigns. The current number of “likes” for our main Facebook page is over 19,300. Will strive to increase engagement with our audience through both the various pages (School, Bookstore, Alumni, Museum, Performing Arts) and event pages and postings.

% completed – 30%

**Other:** We are planning on recording student and faculty testimonials for all of the degree programs that we offer for use on our website and social media. The MFA, Business program and the ILS program are complete. Dean Teters and James Lujan are the next on the list.

% completed - 50%

#### E. Develop Student Leadership Skills

Will revise student involvement with Spring Concert event and other activities driven by MarCom department. Delegating key roles to students.

**Project:** Include students in planning and execution of MarCom activities.

Expand student involvement with IAIA MusicFest event and other activities driven by MarCom department, with the goal of delegating key roles to students. The Marketing and Communications Department has improved communications with campus groups and individual students through constant visibility on campus, and the promotion of events held by all stakeholders. Will increase student involvement with the aforementioned radio show on KSFR. Will expand circulation of the on-campus newsletter and solicit more stories and ideas from students.

% completed – 20%

**Other:** Will continue to meet faculty and staff (and students) on an ad hoc basis, to discuss their needs from MarCom. Will continue to examine past activities to develop needs list and improvements to existing processes. Will expand webpages for numerous groups. Will use best efforts to expand our presence and continue to develop consistency with our Facebook communications.

% completed - 30%

**Other:** The MarCom department will continue to participate in student activities such as film shoots, exhibition openings, activities, club events, etc. I feel as a member of the President’s Cabinet it helps improve the students’ perception of accessibility to the administration, and shows an interest in their development. Our webmaster/social media specialist may continue teaching an IAIA photography class next semester.

% completed - 20%

### **Mission Objective 3: Build College Community**

F. Implement an internal and external marketing and communications plan

**Project:** Develop plan after reviewing previous plans and determining effectiveness. External plan will be in conjunction with Admissions and Museum. Internal plan will revolve around regular email communications, website announcements, and Facebook exposure.

Will once again review past media and sponsorship investment/returns in order to prioritize Media Outlets and other channels for sharing information with the public -- especially potential students. The previous Strategic Marketing Plans will be reviewed and updated for 2017/2018.

% completed – 20%

**Other:** Develop Policy and Procedure Manuals.

The process to update the IAIA Style Guide is continuing. The Editorial Guide will become part of this new document. The new Style Guide will address approval procedures, logo usage, faculty/staff/student Facebook and other social media behaviors, etc. Will determine if we need outside contractor to complete this in a timely manner. Timeline is in the process of being developed.

% completed – 15%

**Other:** Will expand relationships with key external media personnel. Will meet with key area journalists to discuss IAIA and new strategies for stories and features.

% completed - 20%

**Other:** Expand and revise Media Lists. The IAIA EMail List has gone from less than 5,000 contacts when I started 3 1/2 years ago, to almost 10,000 currently. Our new website has provided additional opportunities for consumers to join our mailing list.

% completed – 30%

**Other:** Will continue to collect copies of news stories and other examples of IAIA in various media for archival and other purposes.

% completed - 20%

G. Build a performing arts and fitness center

% completed - 100%



#### **Mission Objective 4: Advance Contemporary Native Arts and Culture**

- F. Strengthen the connection between the College, its Museum, and the larger Santa Fe Community

**Project:** Consistent communication to public utilizing full name of museum: IAIA Museum of Contemporary Native Arts.

All Museum-developed communications pieces will continue to be reviewed by MarCom department to insure consistent messaging. KSFR radio shows and appropriate advertising efforts will continue to reinforce connection between school and museum. Monthly newsletter will expand coverage of museum exhibitions and events. A joint school/museum advertisement has been developed, and will continue to be utilized in many of the programs for events that IAIA sponsors.

% completed - 25%

**Other:** Continue to utilize Event Sponsorship to strengthen IAIA's connection to the community. We have continued our promotional partnerships with Santa Fe Bandstand, Santa Fe Independent Film Festival, and the AHA Festival of Progressive Arts, which have added to our local visibility. Will continue to expand the program as the MarCom budget will allow. Have recently begun to strengthen our ties to SWAIA, MIAC, and other institutions through sponsorship and joint collaborative programs.

% completed - 30%

#### **Mission Objective 5: Expand Capacity as a 1994 Land Grant Institution**

- A. Expand communication regarding IAIA's role as a 1994 Land Grant Institution

Will continue to revise and expand Land Grant information on Website and social media.

% completed - 20%

**Project:** Will continue to examine developing Feature Stories for media. Will continue to issue press releases as appropriate.

% completed - 20%

## **February 2018 – ASG Report – Tiffany Adams**

### **2017 Events-**

Orientation Completion Party- we wanted to honor the students who finished Summer Bridge and Orientation week with a party that had a DJ, Dunk Tank, Sno Cones, Pool tournament, and sidewalk chalk art. Led Pres Tiffany Adams, VP Elizabeth Kianu Stahmer, Secretary Jesse Short Bull.

Welcome Back Party with Alumni speakers, intended to bring returning and new students together with Alumni to share their success stories and motivation being successful students. Led by Pres Tiffany Adams, VP Elizabeth Kianu Stahmer, Secretary Jesse Short Bull.

Dartmouth Welcome Party, intended to bring the IAIA community together with the visiting Dartmouth students. We had a DJ, barbeque with master grillar Larry Mirabal, pool tournament, and live spray painting art. Led by ASG Pres Tiffany Adams, VP Elizabeth Kianu Stahmer, Secretary Jesse Short Bull.

Student Representative Campaign, to reinvigorate student involvement in ASG. Students made public speeches, created campaign posters; 8 positions were filled.

Team Building Fun Night, intended to support community cohesion, team building, getting to know one another, have hot dogs, veggie dogs, and gather anonymous Open Forum topics. Paige Hennen.

Halloween Harvest Dance- DJ, food, games, dancing. Co-coordinated by all ASG Officers, Club volunteers for set-up, games, costume contest. All ASG Officers participate.

MAKE Santa Fe Q & A- interdepartmental sponsorship by ASG, Institutional Advancement, Alumni Relations, Student Life, and Academics. To bring awareness about shared resource space currently available and coming affordable housing Artists Residential Community. Led by VP Elizabeth Kianu Stahmer.

Thanksgiving holiday: 11/24 Movie Night over the weekend with food.

ASG sponsored events:

Art Rush

ILSSO Fry Bread sale

Student Success workshops

### **2018 Events**

- ASG Treasurer working to procure a color copier (pay) for student access.

- Working on Club Drives and will assist set up and host of Club Drives scheduled for 1/31/2018 and 2/1/2018 in the CLE.
- Welcomed New and Transfer students during Orientation Week.
- Welcome Back Party w/ DJ Ben Calabaza and Pool and Ping Pong Tourney's.
- ASG & Student Rep Retreat with our 3 advisors at Ghost Ranch in Abiquiu, facilitated by Ron Martinez Looking Elk from Americans for Indian Opportunities.
- Student Union Building Launch Party with Adrian Wall's band Innastate; co-funded by ASG & Student Activities.
- Planning and coordination of Club Drive; created club motivations and agreement, Club spotlights with giveaways for participation.
- Planning and coordinating the Sweetheart Dance on 2/10.
- Planning, coordinating, and seeking interdepartmental financial support for visiting artist activist Gregg Deal 2/21-23.
- Planning, coordinating, and seeking interdepartmental financial support for Red Shawl Solidarity Project 4/13-14.

A shout out to Larry Mirabal, CFO, and Facilities for addressing and repairing the west side road of Family Housing of its massive potholes and improved lighting at ASG's requests.

Events in progress:

#### **Tiffany Adams, ASG President**

- Working with Peter Romero, Facilities Director, to create more useable all weather outdoor space for students. This could include permanent Tipi structure, and replacing playground equipment in family housing, and or new pergolas.
- Organizing visiting artist Gregg Deal event.
- Organizing Sweetheart Dance.
- Working with Charlene Teters, Academic Dean, on the Women's Leadership Summit.
- Ongoing work with Facilities and Larry Mirabal on studio upgrades.
- Worked directly with Facilities to increase handicap accessible parking in family housing.

#### **Elizabeth Kianu Stahmer, DAOM, Vice President**

- Organized ASG & Student Rep Retreat with advisors at Ghost Ranch in Abiquiu, facilitated by Ron Martinez Looking Elk from Americans for Indian Opportunity.
- Student Union Building Launch Party with Adrian Wall's band Innastate; co-funded by ASG & Student Activities.
- Project 4/13-14 developing the 3<sup>rd</sup> year of the Red Shawl Solidarity Project.

Including development, with guidance from Ben Calabaza, a pre-event to incorporate dead tree removal, faculty and staff for mentorship, and intentional conversations about community, reciprocity, and land stewardship.

- Continuing the promotion of a Student Housing Background Check Policy that requires all students applying to live on campus to have a Background Check to increase campus safety.

#### **Lorenza E Marcais, Treasurer**

- ASG Treasurer working to procure a color copier (pay) for student access
- Working on Club Drives and will assist set up and host of Club Drives scheduled for 1/31/2018 and 2/1/2018 in the CLE.
- Continuing to organize and create easy to follow policy and procedure for ASG and clubs.

#### **Elleh Driscoll**

- Attended ASG retreat.
- Organized ASG paperwork and office.
- Drafted New club agreement that clarifies handbook club rules and explains new point system for clubs.
- Volunteer coordinator for SUB Launch party.
- Creating written policy and procedure to insure clarity for ASG.
- To do and goals:
  - Create event checklist and basic jobs and roles needed for events.
  - Promoting and coordinating event volunteers and promoting positions in committees and representatives.
  - Work with Elizabeth and Carmen on campus sexual assault/rape and Title IX.

#### **Paige Hannan, Public Relations**

- All promotions, flyers and documents for ASG events.
- Group Gathering co-coordinator.
- Organizes volunteers for ASG Student events.
- Facilitates student engagement.